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ABSTRACT

The proceedings are taken from a conference designed to encourage and develop dialogue between government planners and railroad industry leaders on public support for railroad training. The conference agenda, opening remarks, keynote address, and speeches on management and labor perspectives introduce the report. The conference proceedings are presented in the first of three parts; they contain fact sheets on seven subjects and panel discussions on six subjects: (1) the roles of vocational education, (2) Comprehensive Employment and Training Act (CETA) Office of National Programs, (3) proposed Altoona rail training center, (4) CETA/local prime sponsors, (5) the Job Corp Programs, and (6) coordination of federal programs. A luncheon address entitled "Training Innovations in the Maritime Industry" is also included. Section 2 presents abstracts from the Federal Domestic Assistance Catalogue. The abstracts represent possible sources of federal support for education and employment training needs. The format includes a description of how each organization operates, the individual program goals, funding practices, and a brief synopsis of procedures for obtaining program support. Section 3 provides a directory of state directors of vocational education, a directory of CETA prime sponsors, and a directory of conference registrants. (CSS)

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CONFERENCE PROCEEDINGS

FEDERAL RAILROAD ADMINISTRATION TRAINING CONFERENCE

"Labor/Management/Public Agency Cooperation For Railroad Employee Training"

January 31, 1978 through February 2, 1978
Clayton Inn, St. Louis, Missouri

CE 019 560

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
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16. Abstract

From January 31 through February 2, 1978, the Federal Railroad Administration sponsored a conference on labor/management/public agency cooperation for railroad employee training. The conference was held at the Clayton Inn, St. Louis, Missouri. Section I is an edited transcript of the proceedings of this conference. Section II of this report contains an abstract of the Federal Domestic assistance catalogue. It is intended as a reference document which industry personnel might use to determine areas of potential public support for their training activities. Section III contains a reference directory of various state and local agencies in both the CETA and the vocational education fields.

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PREFACE

During the three day period from January 31 to February 2, 1978, the Federal Railroad Administration sponsored a conference on Labor/Management/Public Agency Cooperation for Railroad Employee Training. The major purpose of this conference was to bring those in railroad labor and management together with representatives of publicly supported training agencies. The objective of the conference was to open communications so that public agencies could become better aware of the opportunities for employment in the railroad industry and the needs of that industry in terms of trained personnel. At the same time it was anticipated that those from the railroad industry might become more familiar with the goals, objectives, and processes used by public agencies to provide trained employees for industry.

To accomplish this, invitations were sent to representatives of railroad labor and railroad management, representatives of vocational education institutions, community colleges, CETA Prime Sponsors, and federal and state government personnel who are responsible for the administration of publicly supported training programs. Over 150 persons attended the conference. The cross section of representation included persons from each of the target audiences invited. The goals and objectives of opening lines of communication were accomplished. As a follow-up to the conference this report has been prepared. Its purpose is to extend and encourage continuation of the kind of communication that took place at the conference.

In format this report is divided into three sections. Section I is an edited transcript of the proceedings of the St. Louis conference. At the conference specific governmental programs were discussed in the form of case studies. These cases serve to illustrate some of the practices and procedures that have been found useful and successful in establishing industry/public sector cooperation. Section II of this report contains an abstract of the Federal Domestic Assistance Catalogue. It is intended as a reference document which industry personnel might use to determine areas of potential public support for their training activities. As you read through this abstract it would be well to note how programs described in Section I have utilized the domestic assistance programs contained in Section II. After such review you may be motivated to partially replicate some of the practices of bringing together various agencies to solve the problems of mutual interest. Section III contains a reference directory of various state and local agencies in both the CETA and the vocational education fields.

By making the conference proceedings and reference documents available, it is the hope of the Federal Railroad Administration that those in the industry will find it useful. In the final analysis, the degree to which it is useful will depend on the initiative, enthusiasm, and motivation of the users.

Good Luck!

AGENDA

Federal Railroad Administration Training Conference

"Labor/Management/Public Agency Cooperation
For Railroad Employee Training"

Tuesday, January 31, 1978 through Thursday, February 2, 1978
Clayton Inn, St. Louis, Missouri

OBJECTIVE: To encourage and develop dialogue between Government Planners and Railroad Industry leaders on public support for railroad training.

Tuesday, January 31, 1978

11:oo a.m. to 1:30 p.m.: REGISTRATION

1:30 p.m.: KEYNOTE LUNCHEON PRESENTATION

Welcome, Program Purpose

Daniel M. Collins, Meeting Chairman
Railroad Labor/Management Specialist
Federal Railroad Administration

Luncheon Speaker

John M. Sullivan, Administrator
Federal Railroad Administration

"Federal Railroad Administration Perspectives on Employee Training Needs of the Railroad Industry"

3:00 p.m. to 5:00 p.m.: GENERAL SESSION

"The Effects of Recent Legislative Initiatives on Railroad Employment and Training"

William T. Druhan, Director of the Staff
Subcommittee on Transportation & Commerce
U.S. House of Representatives

Management Perspectives: "Employee Training Needs of the Railroad Industry"

George S. Paul, Executive Vice President, Administration
Southern Railway System

Labor Perspectives: "Employee Training Needs of the Railroad Industry"

L. S. Loomis, First Vice President
Brotherhood of Locomotive Engineers

Wednesday, February 1, 1978

9:00 a.m. INTRODUCTION OF SPEAKERS -- Daniel M. Collins

9:00 a.m. to 9:30 a.m.: "Department of Labor Commitments to Employee Training Efforts"

Emery Biro
Employment & Training Administration
U.S. Department of Labor

9:30 a.m. to 10:00 a.m.: "Planning for Vocational Education Participation in Railroad Training"

Leroy A. Cornelsen, Director
Office of Planning
Bureau of Adult & Vocational Education
U.S. Office of Education

10:15 a.m. to 12:30 p.m.: PANEL PRESENTATIONS: Ongoing Programs

- The Role of Vocational Education

Leader: Leroy Cornelsen

Panel: DeForrest Cline, Bureau of Apprenticeship & Training
John Blaha, Supervisor of Mechanical Training, Burlington Northern Railroad
James L. Reid, Executive Director, Association of State Vocational Education Directors
Robert S. Patterson, Vice President, American Vocational Association
William D. Crawford, Vice President, Brotherhoos of Railway Carmen of the United States and Canada

- CETA/Office of National Programs

Leaders: Charles Easton and James M. Aaron
Office of National Programs
Employment and Training Administration
U.S. Department of Labor

Panel: R. D. Hedberg, Assistant Vice President of Personnel Administration, Southern Railway System
John D. Lines, Assistant Vice President, Training & Development, Chicago & Northwestern Transportation Company
Frank Zamarioni, Vice President, United Transportation Union

Wednesday, February 1, 1978, continued

12:30 p.m. to 2:00 p.m.: LUNCHEON

Luncheon Speaker

Ms. Hazel Brown, President
Harry Lundeberg School of Seamanship

"Training Innovations in the Maritime Industry"

2:00 p.m. to 5:30 p.m.: CONTINUATION of PANEL PRESENTATIONS: Ongoing Programs

- Proposed Altoona Rail Training Center

Leader: Robert Carey
Southern Alleghenies Planning and Development Commission

Panel: Samuel W. Seeman, Director, Agreement Personnel
CONRAIL
Daniel Clark, Director, Altoona Area Vocational Technical School
David Pergrin, Consultant

- CETA/Local Prime Sponsors

Leader: Richard Quinn
Former Manpower Director
Nassau County, New York

Panel: James Miller, Personnel Director, Long Island Railroad Company
Newton Wesley, Personnel Director, Boston and Maine
Mario Alfano, Executive Director, CETA Prime Sponsor, Lowell, Massachusetts
Joseph W. Walsh, Vice President, Brotherhood of Railroad Signalmen
Robert Peterson, Chief Personnel Officer, Long Island RR

- Job Corps Programs

Leader: William E. Granlund, International Vice President
Brotherhood of Railway, Airline, and Steamship Clerks

Panel: Robert J. Upson, Assistant Director, Manpower Training
Brotherhood of Railway, Airline, and Steamship Clerks
Winston Lee, Job Corps, U.S. Department of Labor
Lloyd J. Reigel, Director, Personnel and Planning
Colorado and Southern Railway Company

5:30 p.m. to 6:30 p.m.: HOSPITALITY PERIOD

Thursday, February 2, 1978

9:00 a.m. INTRODUCTION OF SPEAKERS -- Daniel M. Collins

9:00 a.m. to 11:30 a.m.: PANEL PRESENTATIONS

- "Proposed Research Plan to Improve Railroad Employee Training"
  A study done for the Federal Railroad Administration

  Leader: Dwight A. Stewart, President
  D. A. Stewart & Associates, Inc.

  Panel: Penelope Lee Kaiser, Managing Editor, D.A. Stewart & Associates, Inc.
  Robert D. Nims, Jr., Senior Analyst, D.A. Stewart & Associates, Inc.
  Theodore J. Vass, Chief, Rail Labor/Management Relations Division, Federal Railroad Administration
  Daniel M. Collins, Railroad Labor/Management Specialist Federal Railroad Administration
  John J. Ward, Consultant

- Panel Discussion on Coordination of Federal Programs

  Leader: Dwight A. Stewart

  Panel: Leroy Cornelsen, James L. Reid, Emery Biro,
  DeForrest Cline, Theodore Vass, Richard Quinn

11:30 a.m. CONCLUSION -- Daniel W. Collins, Assistant General
Secretary/Treasurer
Director of Education
United Transportation Union

C. E. Mervine, Senior Vice President
Personnel & Labor Relations
Seaboard Coastline Industries

OPENING REMARKS

Daniel M. Collins
Railroad Labor-Management Specialist
Federal Railroad Administration

With all of this terrible weather we have been experiencing I hope that your trip here was safe and that your trip home will also be safe. We will do our best to make the next few days rewarding.

My name is Dan Collins of the Federal Railroad Administration. It will be my job to coordinate the activities, serving as the conference moderator.

To my mind the weather we have been having emphasizes what we have set out do do: Whether on sunny days or in snowstorms, blizzards, rainstorms, the railroads run! Of course there are isolated incidences like the Amtrak train stuck in Indiana the other day. But day in and day out railroad people keep the trains moving. It is these people we are here to talk about - the workforce of the American Railroad, some 500,000 people who are responsible for moving the lion's share of the nation's freight.

To our way of thinking there has been, from a research point of view, a concentration on improvements to railroad rolling stock and maintenance of way design and equipment. While this is not particularly wrong, we believe that some concern should be given to the people side of the business. Those of us who are in the particular branch of the FRA that I represent are concentrating on the people side of the business. As far as training is concerned, we believe that a well trained workforce will be more productive, safer, and more highly motivated. Through research and conferences like this one we are focusing on methods to improve both the quality of training offered and the quantity of training offered to the workforce of the American Railroads.

I would like to welcome all of you to respond to an opportunity:

- An opportunity on the part of you, decision makers within the railroad industry to become aware of the extensive network of training programs sponsored by various governmental agencies.
- An opportunity on the part of you, the government planners to learn of the particular training needs of the railroad industry.

The purpose of this three-day conference is to encourage a dialogue between the railroad industry and public agencies. We believe that the dialogue will reveal the nature of public programs and the nature of the training needs facing the railroad industry. I encourage all of you to communicate. No one has to commit to anything. Communication is the necessary first step to kindle interest. Our task is to create the environment in which that communication will flourish.

This afternoon we will have a few speeches directed at identifying railroad industry training needs, describing what is on the horizon as far as railroad legislation is concerned, and discussion of some possible roles FRA may play in the training field. After these speeches, I will explain what the next few days look like.

To formally kick off the conference, it gives me great pleasure to introduce my boss, the Administrator of the Federal Railroad Administration, the Honorable Jack Sullivan.

U.S. Department of Transportation

news:

Office of Public Affairs
Washington, D.C. 20590

REMARKS BY JOHN M. SULLIVAN, ADMINISTRATOR, FEDERAL RAILROAD ADMINISTRATION, AT FRA TRAINING CONFERENCE, ST. LOUIS, MISSOURI, JANUARY 31, 1978

When I was asked to open this conference today, I accepted with pleasure.

Having been a businessman for many years, I understand the importance of a good employee training program.

Well trained employees are a real asset in business, and government. Well trained employees are happy productive employees--!!

They are essential to success.

There was a commercial on television the other night in which the sponsoring company bragged that it spent the equivalent of a college education on training each of its employees.

To the management of this firm training was as important as the product they had to sell because the product was service.

There is a message in that commercial for us here today.

The railroads' product is also service.

And our primary function at the FRA is to help you provide that service in an efficient, economical and safe manner.

The price of a college education may be a bit high for our purposes here, but the message is sound.

The purpose of this two-day meeting is to encourage and develop a dialogue between government planners and railroad industry leaders on public support for railroad training.

By this I mean technical, not management training.

With the help of representatives from the Departments of Labor and Health, Education and Welfare, we hope to be able to find an economical way in which an aspiring engineer, for example, can receive basic training in how to operate a train, and the next generation of signalmen or car repairers or other employees can receive the kind of instruction necessary to master the full range of equipment they'll be working with--

At present, methods of training an engineer, vary from the million dollar simulator used by the Southern Pacific to simple on-the-job training with the apprentice riding along in the locomotive and observing.

This contrasts with the highly technical training given to both merchant marine and airline personnel where formal classes are combined with sophisticated simulators and other equipment.

And this training is not just for the novice: It is also for the veteran so that he may keep his skills sharpened.

The need for expanded employee training will increase significantly during the next decade.

The reasons for this are threefold:

First, we expect a healthy increase in the railroads' share of the transportation market in the next few years;

Second, the large number of railroad employees that will be reaching retirement age; and

Third, the immediate expansion of the job market due to our federal assistance programs for rehabilitation of track and equipment.

Thus, while the industry workload will be increasing over the next decade, the number of veteran employees will continue to decrease as it has for the last fifty years.

The current average age of railroad employees, which is in the upper forties, is much older than the average in many comparable industries.

An interesting age profile of railroad workers was provided by the U.S. Railway Association during the course of its study of the bankrupt railroads.

Of approximately 94,000 employees of these railroads, over 30,000, or thirty-six percent, will reach the normal retirement age of 65 between 1975 and 1985.

If retirement becomes attractive at age 60, then the figure would leap to 54 percent.

I find these figures significant.

Let me just give you another example: examination of just one craft -- -- locomotive engineers -- shows us the enormous amount of training that will be needed in the near future.

The 1975 annual report of the Railroad Retirement Board, which reported on engineers employed the previous year, showed that 63 percent were 50 years of age and over, and 43 percent were 55 and over.

Replacing these engineers as they retire will require some 20,000 new employees who will need training.

This will also mean that there will be fewer old timers to give the new people the help they need in emergencies and the value of their experience from day to day.

As the railroads lose that wealth of knowledge out on the road they are going to need replacements with the best possible training.

I mentioned our program for assisting railroads in rehabilitation projects.

This program is of major importance to a number of marginal carriers in upgrading their track and equipment as well as significantly expanding their work forces.

I am sure that most of you understand the workings of Title V of the Railroad Revitalization and Regulatory Reform Act of 1976, so let me just bring you up to date on our activities under this provision.

Last year we reached agreements with four railroads for government purchase of $62 million of preferred stock and with one railroad for government guarantee of a $12 million loan.

All of these projects were for track work that could be completed in a short period of time.

The result is the upgrading of nearly 800 miles of track and employment for 1500 people, the majority of which meant new jobs. -- New jobs doing useful work.

The total congressional authorization for this program is $1 billion $600 million.

This year we have some $260 million for direct loans to railroads through the purchase of preference shares and $500 million for loan guarantees.

If this money is used -- and we expect it to be -- the railroads will certainly be running more trains at higher speeds by the end of the work season. Better service -- more traffic -- more jobs --

This increased tempo should last for several years and the need for trained workers should increase at the same time.

Our role in sponsoring this conference is to help you meet your increased training needs through existing publicly funded programs.

Leroy Cornelson from the Office of Education and Emery Biro of the Labor Department will be explaining their programs and how they might be tailored to meet the requirements for railroad personnel.

Our function for the sessions will be to act as coordinators, not regulators.

Regulation, in its traditional sense, is similar to arbitration as a method of settling disputes in labor-management relations.

In reality, it is the imposition of a solution to a problem by an outsider.

FRA is synonymous with regulation in the minds of many in the railroad industry and understandably so.

We are, and will continue to be, in the business of safety regulation.

As you know, we are becoming more active in that area.

However, we feel that regulation is not always the most appropriate or effective means of getting our job done.

In dealing with some of the railroad industry's problems, FRA is interested in trying a somewhat different approach.

One that is, more like mediation.

Our recent experience with cooperative programs in Chicago and St. Louis involving labor and management indicate that this concept is promising.

The railroad industry is, in many ways, a house badly divided against itself.

Strong rivalries exist between railroad and railroad, brotherhood and brotherhood and, of course, the adversary posture between railroad management and labor thrives.

Cooperation comes hard, it requires leadership!

Yet, the industry is in serious trouble.

Trouble that requires "in-house" cooperation to resolve problems in order to preclude intervention.

We think there is a role that FRA can play that would be helpful to the industry.

By focusing attention on problems and calling the parties together to organize and formulate solutions, we can act as a catalyst to help the industry free itself from internal barriers that block or delay effective unified action.

As a means of reaching that objective -- research -- demonstration programs and varying degrees of financial assistance have been organized to work on solutions for specific problems.

This conference on training is such an effort.

Let me emphasize that we're not interested in interfering with the collective bargaining process.

We'd like to see programs that deal with matters of mutual concern to both labor and management. Programs that can be handled without assuming an adversary posture and that bear no relationship to collective bargaining.

In the legal sense, we have broad discretionary authority in the manner in which we can assist the railroads with their training needs.

For example, we could provide training materials such as text books and various types of manuals, and also instructors at cost.

We can conduct special courses or allow railroad employees to attend classes at the Department's Transportation Safety Institute at Oklahoma City.

A number of railroads have taken advantage of these courses, but they are strictly safety education, not basic training for a particular job.

We can also regulate by requiring minimum training standards.

If we were to move in this direction, it would not be unique.

The Federal Highway, Urban Mass Transit and Federal Aviation Administrations are extensively involved in all aspects of the training process from development of courses and course curricula to employee certification regulations.

Let me add that certification of railroad employees is not one of our goals.

We are open to suggestions on how you think we can most effectively assist you as the demand for training increases during the next several years.

We have some ideas! I hope we will get some positive input from you during the next two days on the best way to proceed.

I know that both railroad management and labor recognize the value of a well trained employee and I look forward to hearing about the results of this meeting.

Thank you.

Remarks by: George S. Paul
Executive Vice President,
Administration
Southern Railway

Before the: Federal Railroad Administration
Training Conference
"Training Needs of the Railroads"
St. Louis, Missouri
January 31, 1978

"STRONG DIVERSITY -- A MANAGEMENT PERSPECTIVE"

It is a particular privilege for me to talk with you today, for two reasons. One, of course, is the importance of the subject with which you are coming to grips here.

Evaluating the training needs of the railroads -- both immediate and long range -- is as vital as it is difficult. And that's only half the problem. The other half is to devise ways to meet those needs effectively.

The second reason is that I have something I would like for you to consider carefully as you get deeper into your deliberations. Any approach to the training needs of the railroads as a whole should take into account the existence and the value of a strong diversity among railroads.

Our interchangeability of traffic and equipment creates an understandable tendency to consider railroads in this country as an integrated transportation system. And, of course, they are.

Unfortunately, it also leads sometimes to the idea that this is a homogeneous group of companies to which standard solutions to problems can be applied. And that just is not the case.

In training, as in so many other areas, railroads can and do cooperate. We can observe and learn from one another. We can share ideas and techniques. What we cannot and should not do is try to shape everyone else to our pattern.

Southern has a training program for our people at all levels. We know it to be carefully researched and carried out with the best tools and techniques we can muster. And that includes a modern, splendidly-equipped technical training center at McDonough, Ga., near Atlanta. You will have a chance to see something of this center in the exhibit and slide-tape presentation we have brought with us.

We have every reason to believe that our program works for us. Certainly, Southern is ready and eager to make available to others what we feel we have learned from it. But we do not automatically assume that our approach is best for everyone else.

Railroads live and work in different circumstances relating to economic strength, geographic location and traffic patterns. They have different priorities -- and that whole matter of priorities is worth added consideration.

However needed a training program may be, it has to compete with many other appealing uses for the investment dollars that management has available. Welded rail, improved classification yards, new locomotives and cars, new computers -- all these and others are strong contenders for the investment dollar.

On Southern, and I do not think we are alone in this, we take the view that people represent an important capital investment -- a huge and continuing investment, year after year. We believe that training is one way to protect that investment, for our people's benefit and Southern's.

The problem is that you have a harder time proving the cost-benefit equation for dollars invested in training than for those spent on physical facilities.

So the decision to invest in a training program often becomes what our sportcasters like to refer to as a "judgment call." And it is management's judgment on the line.

That being the case, it seems clear to me that it has to be management's responsibility to shape the training program. Managers have to determine not only what training needs to be done, but how the results of training will pay off for the Company. Only in this way can they justify the cost of facilities, equipment and people needed to accomplish the training job.

I do not mean to imply that our railroad unions do not have a stake in effective training and a good deal to contribute to it. They do. I believe that they are as interested as we are in having safe, productive workers who are well motivated and well paid.

Certainly on Southern we have sought the cooperation and support of the brotherhoods in our training programs. And they have given both. This has had very good effect, I think, particularly in our training of shop craft people and locomotive engineers.

But the basic decision that we must train our people in the most effective way possible is management's to make. And the same is true of another difficult decision. Given a finite number of dollars for training, where do you put them to the most effective use?

Technical training for shop craft and operating people gives you results you can see in the short run. People have skills they did not have before. They are more productive; they can accomplish the immediate jobs that have to be done.

Management training, with its emphasis on interpersonal skills and forward planning, is even more important in the long run. But the payoff is farther down the road, and a lot more difficult to measure.

Before we get too deep into a consideration of short-term versus long-term goals, let's look briefly at our changing concepts of training.

Apprenticeship once served us well. For centuries it was virtually our only way to preserve, enrich and pass on people's highly skilled crafts. In the early days of railroading it provided a useful training ground in which people could work their way upward -- where the cream could rise to the top.

But the process is too slow for modern technology -- and for people who are looking for real job responsibility as quickly as possible. It isn't really efficient, either, because it depends too much not only on the varying skills of the craftsmen but on their different abilities to impart those skills to others.

A modern training program, using the latest tools and techniques, can do a quicker and more effective job. Within the framework of a particular railroad's needs, such a course can concentrate in an organized way on the priorities of a job. It can teach first what it is vital to know and next what it is useful to know, leaving the trainee to learn later what it is only pleasant and interesting to know.

We know that concentrated training works, and that it produces better trained craftsmen in a much shorter time than apprenticeship takes. This was proved in the military service in World War II. It has been proved by a number of industrial and service companies since, including Southern Railway.

Concentrated training benefits everyone. The individual develops his job skills faster, and gets greater job responsibility and higher earnings sooner. The company has a productive worker sooner, and the union a full-fledged member.

But perhaps an even more compelling consideration is the pace of technological change around us. There is so much training to be done -- now and in the future -- that it is only common sense to use the quickest, the most effective and the most economical means of accomplishing it.

You will be dealing at some length here with two questions. How can these effective training techniques be applied to the short-run and long-range training needs of the railroads and in what balance? How can the government take its most productive role in the process?

Let me try to take an industry perspective now and look at similarities as well as differences in our industry approach to training. Short-term or technical-training needs versus long-term or management-training needs is not an either-or proposition. We have to have both. It is a question of priorities and the allocation of resources.

Obviously, railroads that have been hard-pressed financially are going to have training priorities different from those of more fortunate carriers.

Where roadbeds are in need of attention -- and this can happen on any railroad -- technical training in the maintenance of way area is going to have a high priority. So, also, will the effort to further mechanize the maintenance process.

Both advances in technology and the normal turnover due to retirement present all railroads with immediate technical training needs in the areas of transportation and maintenance. We need to train new people and increase established skills among people in maintenance of way, signals and communications, train service and the shop crafts.

But we would be foolish indeed to neglect management training at every level for those who are responsible for the work of others. Management training on the railroads -- refined to its essence -- is the process of teaching supervisors and managers how to plan constantly for a better transportation business and develop the productive and motivated people to carry it on. That, to me, is the prescription for a successful rail industry.

I know you are going to be wrestling with the problem of how government can help most effectively in seeing that the present and future training needs of the railroads are met.

Perhaps it would be useful to look at the way government sought to come to the aid of railroads in the 4-R Act a year or so ago. With the necessary exception of setting up Conrail to take over the operation of a number of bankrupt railroads, Congress avoided direct government involvement as much as possible. The idea was to use the backing of the federal government to help railroads help themselves.

The same approach can be valuable in dealing with training assistance; that is, to work with individual railroads to meet their particular needs. Government's prime concern, after all, is for results rather than for standard procedures.

Those responsible for training assistance will be looking at the "bottom line" of the training program. How many real jobs are there at the end of training? How high is the pay? How low is the turnover? What proportion of these people are veterans or members of minority groups?

The differences among railroads -- in financial strength, in condition of property and equipment, in style of management and in approaches to training -- should make us wary of trying to fit them all into one mold.

I recognize that government wants to be helpful to railroads in the development of effective training programs and I certainly applaud that intention. It may seem easier to go at it by seeking to develop something that will fit the whole industry.

But the real challenge to the Association of American Railroads, to the Federal Railroad Administration and, indeed, to the railroads themselves is to channel government's helpful intentions in a way that does the most good for individual railroads.

At the risk of violating my own resolve not to try to fit others to our pattern, I would like to give you an example from Southern's recent experience.

During 1977 we had a contract with the Department of Labor under the Comprehensive Education and Training Act to provide instruction -- and eventual job opportunities -- for 1,139 trainees. Of that number, 416 were from minority groups, 473 were veterans and 98 were women.

At the year's end, 1,077 of them had completed their training and were productively at work on Southern Railway. Thirty-seven were still in the training program, looking ahead to joining Southern's work force in early 1978. Only 25 had failed to complete the program.

To me, this is an example of government-railroad cooperation in the training area at its helpful best. It is also an expression of something that President Carter accented in the special message he sent to Congress at the time of his State of the Union speech. In it he called for increased reliance on the private sector to provide jobs through federally-assisted training programs.

This is the sort of thing you will be dealing with in this training conference. You have a challenging time ahead -- and I certainly wish you well.

Employee Training Needs of the Railroad Industry

Union Perspectives

An Address Delivered to:

Federal Railroad Administration
Conference

Clayton Inn
St. Louis, Missouri
January 31, 1978

By

L. S. Loomis, First Vice President
Brotherhood of Locomotive Engineers

Mr. Chairman, Distinguished Guests, Conferees,

The Brotherhood of Locomotive Engineers thanks you for this opportunity to address the conference. Our members in the United States and Canada welcome every chance to work toward the solution of problems affecting productivity, safety and job satisfaction.

The title of our address is "Union Perspectives". We have been asked to speak not only for the BLE. but for railroad labor generally. Now, I don't have a license to do that, nor have I received an official approval from other Railway Labor Organizations to speak on their behalf. But I believe that my remarks for the most part will be consistent with their points of view, and if this address results in any benefit to them, I may send them a bill for my services.

There are several matters that I will discuss with you today: the need for training, the discrepency between the need and current training programs capabilities, research and development requirements associated with training, and the responsibility for the development and administration of training programs.

The need for training is undeniable. It is difficult to find a knowledgeable person who does not support some concept of training and advocate improvement and extension of training programs. True, support for training suffers when the financial base of an organization or industry is narrowed by economic problems, but the recognition of the need usually survives this stress. Most of us are here today because we support the concept of training. Moreover, many of us see the need for an enlargement of training programs for both operating and non-operating railroad crafts and the need for massive improvement in the systems used to train apprentices and to upgrade journeymen. This is not a viewpoint unique to unions. The addresses presented at the Woods Hole Conference in 1975 sample the views of both management and unions and they collectively and affirmatively address the need to improve and enlarge railroad employee training.

The pressures which have generated the need to train more employees, to train them better and faster, arises from several factors. Some of the factors which affect us, and not just the Broterhood of Locomotive Engineers are from:

The Federal Railroad Administration. Research studies are underway to determine how to improve the safety, efficiency, and operability of railroad locomotives and trains. Several preliminary reports have been circulated. There is no doubt that these reports will stimulate changes in locomotive and train design. Operating and shop personnel may quickly adjust to some changes, but other changes may require them to retrain and upgrade their skills.

Changes in Signalling Systems. After years of habitually responding to a particular signal system, railroad employees will be faced with new signals. Some will be displayed in the locomotive cab while other will replace present signals placed along the track. Developing new habits of attention and correct responses will require some formalized retraining.

The Movement Toward Electrification. New locomotive control systems and locomotive response characteristics will create a need for extensive retraining in control operation and train handling and maintenance.

Hazardous Materials. The hauling of these materials not only stress the requirements for the upgrading of track and equipment, it also increases the requirement for safe operation. The margin for human error is reduced by these factors. The only other offsetting remedy is more intensive training dedicated to building safe operating habits and new standards of inspection and maintenance.

National Transportation Safety Board. This Federal agency has made recommendations concerning training in a dozen or more of its railroad accident reports and special studies beginning as far back as 1968. Just recently, the NTSB initiated a special study to determine the relationship between safety and training of railroad employees.

Energy. I refer you to AAR's advertisements in the newspapers stressing the importance and potential of the rail systems in hauling large quantities of fossil fuels. The significance of this problem is surely recognized by all who are here today.

Finally, consider all of these factors in the light of a recent report by Frost and Sullivan. They predict an increase in the proportion of freight hauled by railroads to increase from the present value of 38% to 52% by 1995, and a requirement for an additional 26,450 locomotives.

The pressures are real; we must meet them with more and better training for all railroad employees and I do not exclude supervisory employees. The discrepency between what we need in training capability, and what we have to do the training with, is very large. As the BLE has said before, the gap is awesome considering the requirements for training apprentice locomotive engineers and upgrading journeymen. The training needed to provide qualified individuals in other crafts and the industry's capacity to train seems to be equally as far apart.

There have been some response to these needs. These responses generally are of three (3) types. First, some carriers have indicated that training in the railroad industry is under control and basically meeting the needs. Second, there have been individual cases where carriers have unilaterally initiated formal training courses using established training procedures. Third, the FRA's response has taken the form of a study to determine what needs may exist, suggest approaches to meeting these needs, and to examine resource alternatives which may be used to implement critically needed development.

Let's deal with the response that, "training in the industry is under control and basically meeting the needs", by not honoring that point of view with further discussion.

Next, let's recognize and congratulate those carriers who have identified the problem and are making attempts to alleviate it.

Turning to the FRA, we welcome their support and the occasion to describe the types of support which are not required and those which are.

Research on how to train is generally not required. Capableness dealing with cognitive and skills training is abundant. Many of the job types in the railroad industry are taught elsewhere in controlled instructional settings, such as vehicle operator, maintenance and electronic technicians, computer operator and even training instructors. The procedures for analyzing jobs, training objectives, training approaches, media needs, and curriculum requirements are established far beyond the levels needed to bring the industry's training up to date. Systems and procedures for establishing, operating and maintaining training programs are known and can be implemented. Curriculum materials are stacked all around us - we need only to share them, refine and standardize them where necessary, and assume responsibility for the development of new materials when they are required.

The bulk of the training problems rests with implementing, not in performing research and development activities. We do not believe that the actual conduct of training should be an FRA responsibility. Training should be recognized as a joint responsibility of management and labor. The BLE has previously presented this position and stated that we must assume this responsibility before the Federal Government finds that it has no choice except to impose regulations and perhaps even assume training activities. An excellent example of management and labor cooperation is the recent agreement of the Signalmen and ConRail. Here management and labor work together to produce properly trained people. The BLE has previously asked management to join in a similar program to train apprentice locomotive engineers, placing the responsibility where it belongs, rather than making training a function of the Federal Government and as a result of industry's neglect.

In all training efforts we need FRA's support, but let's be clear about the support we believe is required and which is consistent with responsible management and labor actions.

One: The industry and labor organizations' potential needs for research and development in the area of training should be surveyed periodically. Individual problems of importance should be brought to FRA's attention at once for joint discussions. The FRA can serve as a clearing house for ideas, solutions, and provide vital and timely information which can be used for planning by FRA, management and labor.

Two: The FRA could share its ideas on training and training R&D with management and labor on a periodic basis just as it does in the area of safety and safety regulations.

Three: The FRA can serve as a collection point for training material and training program effectiveness evaluation. The effectiveness evaluation could include both productivity and safety. The support of this function by management and labor could result in significant cooperation and cost savings.

Four: The FRA could serve to guide funding into recognized and needed research and development activities.

Five: The FRA could serve as a central agency for obtaining and channeling public funds to support training activities when the use of private funds is inappropriate.

This list of five (5) potential functions is in accord with our understanding of FRA's mission.

The implementation of these functions will, itself, require effort. I suggest that FRA might first consider developing a three-part plan, which would involve FRA, management and labor. One part of the plan could deal with the needs for research and development. Another part of the plan might be the assembly, cataloguing, and dissemination of training material and data. The third part of the plan could address the area of alternative ways to deal with training needs and projects, in addition to public funding. In other words, public funding is but one alternative in finding solutions to our training needs and problems.

We believe that this type of partnership leads to the development of useful and economical training programs which will serve the entire industry and make a substantial contribution to productivity, safety and job satisfaction.

With FRA's support and a meaningful management labor partnership, we can marshall and apply our resources much more effectively. Priorities for the types of training to be developed can be established. As a result, we could decide the extent that apprentice, in-service or specialized training should be emphasized and create a plan to shift our resources to account for projected needs and new problems.

The consequences of failure to assume responsible action are easy to predict. We know that the problem is massive and without a cooperative effort, the result will be the continuing erosion of our rail system.

The Brotherhood of Locomotive Engineers has already responded to the need for cooperation to the extent of seeking a partnership with management in training locomotive engineers. It is our hope that they will accept our offer to meet training needs with our combined resources.

Thank you.

FACT SHEET: Apprenticeship at Burlington Northern Railroad

The apprenticeship program at the Burlington Northern Railroad is the largest apprenticeship program registered with the U.S. Department of Labor. It constitutes in excess of 2,600 apprentices in the mechanical crafts alone.

The apprenticeship program is administered within the Mechanical Department by the Manager of Mechanical Training. Actual responsibility for training rests within the various operating divisions. Because of the geographical size of the Burlington Northern, the apprenticeship program is highly decentralized in its operation but is controlled by a centralized administration and technical assistance. One of the principal areas in which technical assistance is provided is through the distribution of job related instructional materials and services to the apprentices in widely dispersed geographical locations. Further, interface with vocational education institutions has been successful. Burlington Northern reimburses on an individual basis the training costs for those employees who choose to attend vocational and technical institutions to acquire job related education. Additional job related instruction is made available in the form of training programs supplied by the extension services of vocational institutions. These programs are group courses arranged by Burlington Northern and paid for directly by the company.

Another source of job related instruction are the correspondence courses provided by the Railway Education Bureau. While this is a private organization, the magnitude of the problem created by far-away locations has led Burlington Northern to make extensive use of this service. Here again the company pays for the cost of these courses directly.

A major training support effort has been the development and the production of video tape cassette training modules on specific aspects of the mechanical crafts. The quality of the materials that Burlington Northern produces is high. Video tape players are located in all of the shops throughout the system and a library of the cassette training materials is available for local use.

One of the major areas of concern among the management personnel of Burlington Northern is the lack of pre-employment railroad training courses available in vocational schools. Burlington Northern has cooperated with the administration at Western Nebraska Technical Institute in the development of a 27-week carman training program. The students in this program attend at their own expense in the hopes of eventual placement with either the Burlington Northern or other railroads. The program at Western Nebraska is an experiment in specific occupational training using the vocational education system as a training vehicle. While detailed facts have not been made public, it is known that this program has not been received with enthusiasm by the Brotherhood of Railway Carmen.

Another concern expressed by the Burlington Northern management is the fact that railroad applications of regular craft programs, such as welding, electrical, and deisel mechanics, are not included in the instruction of students attending most vocational technical schools.

A subject that might be of interest and offer some potential for investigation is the degree to which vocational institutions might be able to obtain federal assistance in acquiring facilities and equipment for use in their training programs. To illustrate, the Western Nebraska Technical Institute uses facilities which originally were a World War II Army railroad repair center. Another illustration is that one of the community colleges in Seattle, Washington has been provided with two large ships for their marine technology program. These are leased to the school by the U.S. Government for $1.00 per year.

THE ROLE OF VOCATIONAL EDUCATION

Panel Members: Dr. Leroy A. Cornelsen, Director of Planning
U.S. Office of Education
U.S. Department of Health, Education, and Welfare

Mr. DeForrest Cline, National Representative
Bureau of Apprenticeship and Training
U.S. Department of Labor

Mr. John Blaha, Manager of Personnel Training
Burlington Northern, Inc.

Dr. James L. Reid, Executive Director
National Association of State Directors of
Vocational Education

Dr. Robert S. Patterson, Director
Vocational Education
Texas Education Agency

Mr. William D. Crawford, Vice President
Brotherhood of Railway Carmen

DR. CORNELSEN: I would like to introduce the individuals who will make brief presentations concerning the role of vocational education in training within the Railroad Industry. Each panelist will briefly state those key points he wishes you to understand, to consider, and to react to. We will then open the session for questions from the floor and discussion.

On my immediate left is Mr. William Crawford, Vice President, Brotherhood of Railway Carmen of the United States and Canada. To his immediate left is Mr. John Blaha, Supervisor of Mechanical Training, Burlington Northern Railroad. Next is Dr. Robert Patterson, Vice President, American Vocational Association. Then is Dr. James L. Reid, Executive Director of the Association of State Vocational Education Directors. Lastly is Mr. DeForrest Cline, Bureau of Apprenticeship and Training. A distinguished panel.

Mr. CLINE: Good morning. Let me briefly explain what the Bureau of Apprenticeship and Training does. We are an agency of the Department of Labor.

Our function is to promote and develop apprenticeship and training programs to assist management, labor, and other government agencies in the implementation and operation of those programs. We are basically a promotional agency. Our procedure is to identify training needs and then to convince management and labor that they need to develop a program to satisfy those training needs. We help them develop "standards of apprenticeship" under which the training program will function, and we give advice and counsel in the implementation of the program. We also set up a reporting procedure designed to require a minimum of paperwork.

Yesterday we heard mentioned that perhaps the apprenticeship concept is no longer the appropriate vehicle for training today. Speaking for the Bureau of Apprenticeship and Training, we believe that there is no other system more flexible, nor one that will work better for training than an apprenticeship program. Regardless of the approaches and methodologies employed in training including classroom training, home study courses, or vestibule training coupled with on-the-job training, the function is apprenticeship as it has been known through the ages.

We are very receptive to all kinds of apprenticeship programs involving a multitude of new or old occupations. I wish to emphasize that the Bureau of Apprenticeship and Training does not set the criteria for what is an apprenticable occupation, nor for the length of time in training an individual requires for a particular occupation. Industry sets that. The Bureau of Apprenticeship and Training develops apprenticeship programs tailored to fit an industry's training needs. The procedures that we suggest is for a management representative to meet with a representative from the appropriate labor organization and arrive at an equitable agreement. That agreement should outline or define the subjects for training, the scope of the training, and the length of time required to complete the training. Our present criteria is a minimum of one year on-the-job training coupled with related technical instruction. Related technical instruction can include classroom instruction, either in a vocational school or private school, home study courses, correspondence courses, or any other means by which a trainee receives related technical instruction.

The single thing that makes apprenticeship so vital, so attractive, and so usable is the fact that after a very brief period of time an individual with no prior training becomes productive and is making money for his employer while he's learning. In this context, "apprenticeship" is training that involves technical training coupled with on-the-job training.

Beginning at the time of World War II, one of the problems in the railroad industry has concerned upgrading agreements. Many people begin their apprenticeship programs at a time when the particular industry needs skilled manpower. As often happens in an industry that so desperately needs skilled employees, the industry upgrades the employees to journeymen before the employees are fully trained and able to perform at a journeyman level of expertise. Many people in the railroad industry feel that this kind of practice is costing their companies a lot of money.

At the present time we have about seventeen registered apprenticeship programs in the country, basically involving shop craft occupations, training three thousand registered apprentices. We are currently developing an apprenticeship program for Amtrak for the training of signalmen in the northeast corridor. That will be the first registered apprenticeship program for the training of signalmen in this country. We hope that other railroads will also institute this program.

This is essentially what my agency does. All railroad apprenticeship programs are handled nationally through the BAT offices in Washington. My associates and I travel the country to service your apprenticeship programs. We are here to help minimize the burden of reports, of regulations, and of red tape.

Thank you.

MR. BLAHA: I represent the Burlington Northern Apprenticeship Program outlined in the fact sheet included in the material you received yesterday. I am not going to repeat the information that is in there.

Having had many successful programs with vocational schools, I would like to discuss some of the problems that I have encountered in working with vocational schools. I also wish to answer your questions concerning implementing such programs.

Education about the modern railroad industry and the employment opportunities in the industry should begin early in the education system. Public vocational schools should offer those occupations vital to the railroad industry for students to consider when planning their careers. The Burlington Northern promotes vocational education through our financial support to employees who are attending vocational schools, through payment of local taxes, and through that important vehicle, our program of preferential employment of vocational school graduates.

Vocational training is a prerequisite of our apprenticeship program. We would like to have the same source for trainees who enter our apprenticeship programs as other industries have, namely the vocational technical schools.

The railroad industry should be tired of hiring graduate diesel truck mechanics, auto mechanics, and aviation, construction, electrical, and motorcycle technicians and then of having to redirect their skills to satisfy the needs of our industry. It is ironic that when the BN employs any of these vocational school graduates we still mark them down as "auto mechanic," even though we retrain them to work on locomotive equipment. That is not the fault of vocational education, it is ours. What can we do to change it? Supply educational materials to schools, supply movies to secondary schools, supply training aids to vocational schools. Railroad oriented drawings could be introduced in drafting classes. Or, a low cost computer simulation of a locomotive could be included in a mechanical/electrical machine class.

The vocational school administrators I have talked with would like to introduce programs in the railroad shop crafts. For them to actually do it without major assistance is impossible. Most often the required equipment and machinery are too large to fit in standard size classrooms, and the currently available training aids and materials are too few and too limited in scope to put in a full-fledged program.

Thank you.

DR. REID: A definition: Vocational education is "hire" education, "hire" because vocational education is designed to prepare people for employment. The federal government, insofar as the Office of Education is concerned, does not conduct vocational education programs. With a few exceptions, neither do State Boards of Education. Programs are conducted at the local level, either in an institutional setting, in a local education agency, or by other institutions or agencies that are concerned with direct operation.

State Departments of Education provide leadership in education. They often provide the funding source and shoulder the responsibilities that go along with the administration of federal legislation in vocational education.

While the State Boards of Education and the State Directors of Vocational Education may exhibit a willingness and eagerness to work with you; nevertheless, they must involve the local institutions and the local educational agencies. That is where the action is.

Speaking as a former State Director of Vocational Education, I would like to point out to you that vocational education is big business. In the ten year period from 1965 to 1975, the State of Maryland built over one hundred million dollars ($100,000,000) worth of vocational schools in that state. More recently, the Congress of the United States has placed emphasis on target groups. They have attempted to address some of the social issues facing this country through legislation affecting vocational education. I think that you, as an industry, need to take into account that in the future that expenditure of federal funds for vocational education is largely targeted to the disadvantaged, the handicapped, the unemployed youth and, particularly, the underemployed adults. So, as you consider working with vocational educators in this country, you must remember that it appears to be the intent of the Congress to use federal vocational education funds in those directions.

One aspect of vocational education that, perhaps, you are not familiar with is the role of vocational educators in economic development. According to the Maryland State Employment Service, over fifteen thousand new jobs were created through vocational education and economic development. There were no federal funds, however, involved in that training and development. The State of Maryland has accepted the concept that the establishment and maintenance of a stable, effective work force is the responsibility of the State itself. As a result of legislation Maryland is appropriating approximately one-half million dollars ($500,000) a year to assist industry in training new people. The State does not look on it as an expenditure but as an investment, because the sales tax generated by those wages and the income taxes generated by those wages will return to the State any funds that may have been expended.

I recognize that Maryland is in competition with practically every other state in the nation in attempting to attract new industry. At the same time, a number of industries were attracted to Maryland because they were planning to expand their work force and were attracted by our training assistance program. One of those is called the P and R Rail Service. Their primary concern is in the overall upgrading of rail equipment. A program has been worked out with that organization in the upper and the north sections of the State of Maryland.

I can assure you that we have the flexibility in vocational education to adjust programs to the needs of the people we serve. The people we serve are you in the railroad industry as well as all other business related organizations. I would hope that you, here representing the railroad industry, will continue this dialogue on the national level, the state level, and the local level with vocational educators to identify the services that are available and to determine how quickly they can be adapted to fit your needs.

Thank you.

DR. PATTERSON: I am here representing the American Vocational Association. The American Vocational Association is a group of some fifty-five thousand vocational educators across this nation. It has as one of its prime goals the promotion of vocational education across the United States. We as an organization can identify those problems that we feel can be addressed through vocational education. We want to get involved in those problems and try to help solve those problems. There are many ways that vocational education can address the railroad industry's training problems. However, the comments today point toward the fact that to begin with, we have a communication problem.

We in vocational education tend to stand back and ask ourselves why won't industry hire our graduates? We are doing a good job with them. At the same time the management of the railroads and some of the other industries say to themselves that they won't hire people who are trained to the needs of another industry. But the two forces rarely seem to come together and communicate.

One way you might open the lines of communication between your industry and those in vocational education is to become involved and serve on one of your local advisory committees for vocational education in your school system. Ask people in your vocational education system what kinds of information they need to respond to your needs. Then create it or gather it. I urge you to take advantage of vocational education. We are required by law to be accountable for what we do. We profess that we are accountable and that we try to be responsive to the needs of our communities.

Speaking from my own standpoint as a State Administrator of Vocational Industrial Education, we can help you with related instruction in your apprenticeship programs. We can give you assistance with supplementary upgrading training. We can, as I said, work very closely with you and make the required adjustments in our ongoing secondary and post secondary school programs to make them relevant to your industry if your needs can be identified and a dialogue established.

A procedure I would suggest to begin industry/educational dialogue would be to contact your state vocational education director or a local vocational education, community college, or junior college director. Tell him or her your problem, what it is that you need, what needs to be taught, how many hours will it take, what curriculum you want, and what methodologies you feel would be best used. If you don't know the answers to all of these points, we will help you. We can set up a program either at your site or at one of our schools. Perhaps you have a person who is qualified to teach the course. If not, we will find one. We can put monies into the program to pay salaries for the teachers and for some supervision, but it is your show.

I can understand your hesitation to venture forth into the domain of federal and state vocational education assistance for fear of the potential control we might attempt to exercise over you and your industry. Please remember that vocational education institutions work through you, through your adult programs and other kinds of programs. Don't fear that we are going to assume your prerogatives and tell you what needs to be taught. We can't do that and we don't want to do that. Give us the opportunity to provide another vehicle to help you meet some of your training needs.

We look forward to supplying you with information on state and local personnel in vocational education.

Take advantage of some of the suggestions offered here today. There are going to be problems, but the problems will be solved when we get together and become involved in reaching the goal of meeting training needs.

We in the vocational education community are asking for an opportunity to become involved in training railroad personnel. We want the opportunity to help you address the vocational training needs of this nation.

Thank you.

MR. CRAWFORD: Upon assignment to Washington, D.C. as Vice President and Legislative Representative of the Railway Carmen, my other assignments included working with Amtrak. At the time that I was appointed to deal with Amtrak we didn't have an agreement, we had an interim agreement. I worked closely with Amtrak as representative for the railway carmen to get a program approved for carmen apprenticeship training with Amtrak. Just about a year ago this month we signed the agreement.

We have identified the first group of apprentice carmen who will begin their program at Beech Grove, Indiana, on the first of March this year (1978). The apprentices will go to Beech Grove, train on-the-job there, and be involved in classroom work. Then they will return to their respective areas around the country. The first group of trainees will be from five different areas in the country: New Orleans, Los Angeles, Beech Grove itself, Chicago, and Albany, New York. As I understand it, Amtrak has a solid training facility there. Some of the electricians have already started their program out there.

We hope to be able to monitor the program because we feel that the industry needs well-trained mechanics. Although Amtrak is strictly passenger trains, we do hope our carmen will receive training on the other types of cars, such as boxcars and so forth.

I'll be glad to try to answer any questions that may come up during our discussion here.

Thank you.

QUESTION/ANSWER PERIOD

DR. CORNELSEN: I'd like to thank each member of the panel for their part of the program. Now, it's your turn. Who has a question? I encourage you to direct your questions to one of the panel members.

MR. HAWKINS Manager of Apprentice Training, Frisco Railroad: Dr. Cornelsen, are federal funds available to help construct facilities, to pay for the equipment to equip the facilities, and to pay the costs of the trainees?

DR. CORNELSEN: The basic grant that I mentioned earlier goes to state agencies. This is supplemented by state and local funds. The total federal dollars that are available for carrying on such programs is made available for expenditure by the state vocational education agencies, in cooperation with individual local schools. Those funds can be used for the construction of facilities. They can be used for equipping facilities. They may be used for paying stipends to trainees. The permissibility is large; the flexibility is great. However, the decision as to what proportion of funds, if any, are used for one or all of the purposes that you mentioned is a state matter. It is a decision made by the state agency.

LOU STEINKIRCH Supervisor-Technical Training, Illinois Central Gulf Railroad: Is it possible to enter into some type of interstate agreement to fund a central facility or to provide training resources in a particular locality that would service a regional need or a need extending beyond two states?

DR. CORNELSEN: I would like to ask Dr. Reid, an experienced administrator, to grapple with that question.

DR. REID: I can give you two or three examples of what we were able to do in Maryland. In the Baltimore metropolitan area we have about two thousand apprentices enrolled in related instruction. We worked out an arrangement with the metropolitan school district to take over an entire high school five nights a week and on Saturday morning for our program for the related instruction. Our budget included the employment of a principal to administer that evening school program; the wages of the instructors; and all materials that were used other than textbooks, which included some audio-visual aids and equipment. This program has been running for quite some time. All of the apprentices within that metropolitan area, whether they are in Anne Arundel County, Howard County, Baltimore County, or as far away as Frederick County, are receiving their related instruction at that one high school building. The local school district felt it was the responsibility of their board of education to maintain the building so we didn't have to allocate any money for that. We have similar arrangements on the lower eastern shore and in the far western part of the state.

The General Electric Company decided to locate a major manufacturing plant and a major distribution center in the metropolitan area of Baltimore. They needed to train local people under their apprenticeship program to become tool and die makers or assistants in the machine shop who would also work in the tool room. We built a building for them, we equipped it, and we operated an apprenticeship program in there eight hours a day for a full year. At the end of that time they had their own plant and moved their program back into it. We converted the building into a machine shop to be used jointly by secondary schools and post-secondary vocational and technical schools.

As far as organizing a consortium to operate regionally, there are opportunities through regional planning groups, such as the Appalachian Regional Commission, which encourage regional programs.

At the present time we are involved in a regional program for the training of public safety, public service personnel, firemen, law enforcement personnel, and so on. And in all probability we will get funding not only from the State of

West Virginia, the State of Pennsylvania, and the State of Maryland, but also from the federal government.

There are a number of vocational education consortiums that are in operation throughout this country. While I cannot say we (vocational education) will construct a building to serve a large area, or that we will negotiate financial arrangements, there is a strong possibility that both state and federal funds could be accessed. I think it is worth exploring.

MR. CLINE: Specifically regarding Amtrak's operation: Amtrak uses no state funds for that school. That school is set up and funded by Amtrak funds which are federal funds, but vocational education funds were not used for that school. Employees are hired at specific locations on the Amtrak properties throughout the United States. They use the facilities of the State Employment Services to test individuals to see that the individual trainees have aptitude norms for particular occupations. The trainees are employed at one of Amtrak's several locations and then sent to the Beech Grove Training Center. While there, trainees are paid wages from Amtrak. Upon successful completion of that portion of the training program, trainees return to their original point of employment and complete their apprenticeship programs. They perform on-the-job training plus some homestudy courses to supplement that which was originally taught in the center. No state funds are used in that training program.

TROY WILSON, Apprentice Supervisor, Missouri Pacific Railroad: Mr. Crawford, how long is the training program for carmen apprentices at Indiana?

MR. CRAWFORD: At the present time, it is anticipated that carmen apprentices will spend at least four months at Indiana. Their entire apprenticeship program runs for seven hundred thirty-two days, but that four months spent in Indiana may need to be increased.

MR. WILSON: You spoke also of some electricians at Indiana. Do they have a similar program?

MR. CRAWFORD: Yes, their program is similar to ours, but it is a six month program.

JACK BUCKINGHAM, Assistant Executive Director, Association of American Railroads: Mr. Cline, does the apprentice program concept provide enough flexibility to allow the individual to proceed at his or her own pace?

MR. CLINE: The answer is yes. There is nothing in our regulations or in any other federal regulations that states the minimum or maximum length of time an individual has to complete an apprenticeship program. Labor contracts often state training in terms of length of time an individual is involved in the training. It might be good to introduce competency based instruction into the system and develop a series of tests to allow an individual to progress at his or her own rate of speed. But this kind of innovation has to be agreed to by the labor organizations. It is only fair that as an individual demonstrates proficiency in each of the occupational steps in which he or she is rated, that individual should be progressed as quickly as or as slowly as he or she demonstrates that proficiency.

MR. CRAWFORD: In further response to that, at the present time we do not have provisions to operate that kind of apprenticeship program, and we don't anticipate that those provisions for self pacing will be adopted in the near future.

MR. BLAHA: I'd like to comment on an operating apprenticeship program that is decentralized and uses a related training vehicle that is disseminated to the apprentices at their home location. We use a correspondence course for the related training portion, which is supplemented with some on-the-job support material in the form of videotape instruction and the like. Because the related training is a portion of the overall apprenticeship program that is done on the employee's own time, he is really free to spend as much time on it as he needs to, as long as he gets the job done.

The apprenticeship agreement we have requires a minimum of 144 hours of instruction and we have apprentices taking much more than that to get through the course. This is, I suspect, one of the benefits of a relatively long-term, ongoing training program versus a ninety-day wonder program. It gives each person an opportunity to gather experience and to absorb the course material at his or her own pace.

Secondly, the course material that we provide is formatted in such a fashion as to allow the apprentices to review and study the material that relates to what they are doing on the job that day. If they encounter a problem they have the material at hand to answer their questions. And we find that the study period of our apprentices varies greatly, depending upon individual abilities. It is probably a most responsive system to the varying abilities of people.

STEVE HAWKINS: Dr. Cornelsen, what procedure should we follow to apply for money to upgrade the vocational technical schools in our areas so we can make use of their services? How should we go about it? Whom should we contact?

DR. CORNELSEN: The best means of obtaining additional federal financing for programs for training in the railroad industry would be to involve your State Director for Vocational Education and/or your local directors of vocational education. They are the decision makers. They make policy about where the money goes. There are sets of criteria in the federal law which stipulate the priorities, but the approval of application is strictly the responsibility of the state agency. The federal government does not involve itself in the individual decisions of where the federal dollars are used in terms of locality or program.

MR. BLAHA: In our apprenticeship program, we use some vocational schools for training journeymen craftsmen. We use vocational schools as a source of related training and we have twenty or more programs going at one time across our system in various communities. I can honestly say I have never approached the administrators of a vocational school with a request for related training support that I have not received that support. There have been federal dollars and state dollars spent to supplement the program although we do pay tuition for our students. We know there are public monies available, but I have found that the most successful approach is to approach the local vocational technical school directly. They are the guys who are going to have to provide the program and train the apprentices. In my experience they pick up the red tape and work out the problems. We have had no more than one or two pieces of correspondence with any one school to establish a program.

DR. CORNELSEN: One more question and I think we'll have to vacate the podium for the next panel.

DAVE PERGRIN, a retired railroader assisting Ted Vass and Dee Cline to develop communications between government agencies, academia, and the railroads to advance industry training.

I'd like to ask John Blaha a question. My question is, in terms of your training program and the railroad industry, what philosophy in your company facilitated the further development of the program that you are a part of.

MR. BLAHA: Long before its creation through merger our company has had a very high regard for the craftsmanship of its employees. We have always tried to meet their needs. Our training philosophy is more concerned with meeting the needs of the individual trying to learn the trade than it is with spoon feeding an individual something he or she does not want to learn. As far as our employees are concerned, training is an opportunity to access materials that will give them the information that they seek without expense to them. There has to be a plan to such activities, but the success of the program is grounded in the recognition of the individuals as needed and interested employees. And we find our employees extremely responsive. They can relate to that. Other than that, I suspect there are a number of other corporate motives, but that is the one that strikes me today.

DR. CORNELSEN: One thing that will figure very keenly in the development of training programs is the increasing employment of women in all occupations. If you don't believe it, look at the statistics. Affirmative action programs, which are necessary to utilize an underused human resource, are directed toward the greater employment of women in all occupational areas. And I would encourage you, as difficult as it may be in your industry, to conceptualize that change. That change is here and you can make it work for you as an opportunity rather than as an impediment.

I would like to thank each member of the panel for everything they have shared with you. The questions have been pointed and informative. Thank you very much.

FRA TRAINING CONFERENCE

Channels for Obtaining CETA Funding

Attached is a simplified organization chart of the Employment and Training Administration of the U.S. Department of Labor. This organization is frequently referred to by the acronym "ETA." Formerly it was called the Manpower Administration.

The Employment and Training Administration is responsible for the administration and operation of a wide variety of services. To those interested in training support within the railroad industry, the primary service functions of ETA center about the apprenticeship programs, operated under the Bureau of Apprenticeship and Training, and the various services provided under the Comprehensive Employment and Training Act, commonly referred to as CETA. The training support which is applicable to the railroad industry's needs is available through the CETA program. This program involves eight Titles and various channels of funding. Those CETA Titles which are of most significance to the railroad industry are:

1. Title I -- which grants funds to state and local governments for comprehensive manpower services, such as recruitment, testing and placement services; classroom and on-the-job training, work experience programs; supportive services needed for persons who participate in employment or training programs; and transitional public employment programs, all of which are for the unemployed, underemployed, and the economically disadvantaged.

   As indicated on the organization chart, the office to which an applicant would submit application for funding of a training program would be:

   a. A local prime sponsor, in the event the applicant is located in a geographic area where the local unit of government has a population in excess of 100,000.

   b. A balance of state prime sponsor, if the applicant is in a geographic area that is not covered by a local prime sponsor.

   c. The Governor's designated representative, when the applicant is applying for a program funded from the Governor's Discretionary Fund.

   It should be noted that the bulk of all funds for training under CETA flows through the above sources.

2. Title II -- which relates to public service employment and is not applicable.

3. Title III -- which is nationally sponsored and supervised training and job placement programs for special groups, such as youth offenders, older workers, persons of limited English-speaking ability, Indians,

migrant and seasonal farm workers, and others with particular labor market disadvantages.

A recent amendment to Title III has established the Help Through Industry Retraining and Employment Program, commonly referred to as HIRE. There are four target groups to be served by HIRE, with primary emphasis placed upon the two veteran's categories, namely: unemployed veterans, and other unemployed persons eligible for veterans preference. In addition, the HIRE programs are available to address the needs of the economically disadvantaged young persons, and long term unemployed and low income persons.

Funding for HIRE and other CETA Title III programs is obtained through application to the Office of National Programs.

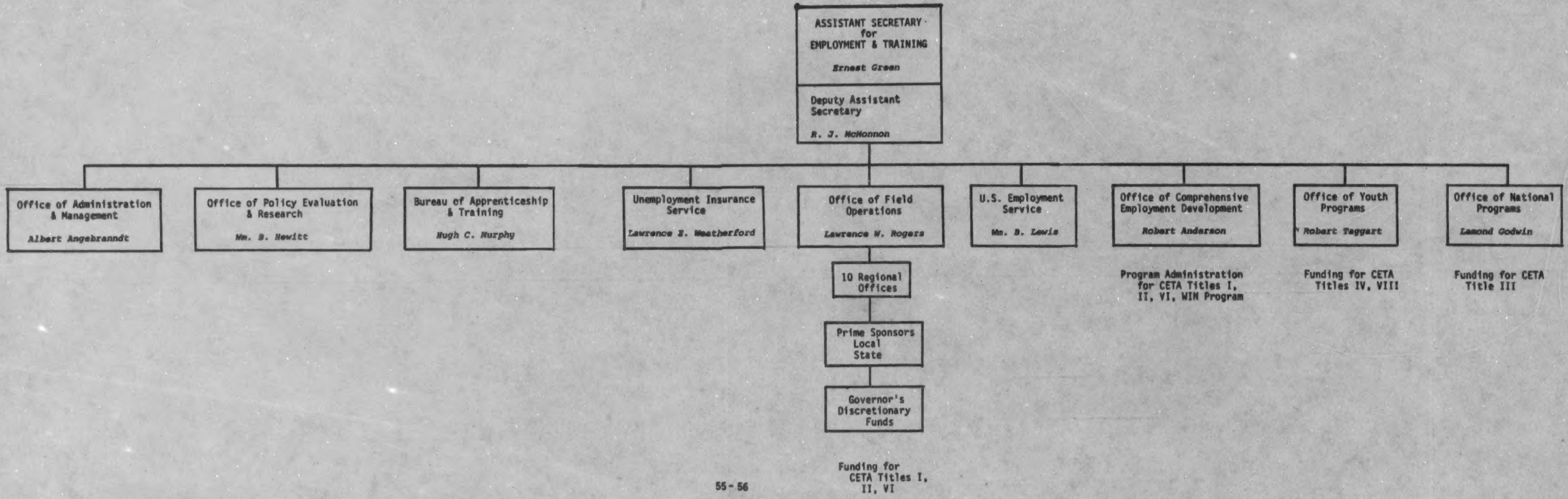
4. Title IV -- which is the Job Corp Program. This is a continuation of the Job Corp as originally established in the Economic Opportunity Act. It consists of programs in which unemployed and disadvantaged youth are trained at various Job Corp centers throughout the country. This training is supported by a placement service designed to find employment for youth who complete the prescribed training. Funding is administered through the Office of Youth Programs. The Office of Youth Programs also administers funding under the new Title VIII amendment. Among these are the Young Adult Conservation Corps, the Youth Incentive Entitlement Pilot Projects, the Youth Community Conservation and Improvement Projects, and the Youth Employment Training Programs.

   Of particular interest to the railroad industry are the training programs of the Brotherhood of Railway, Airline, and Steamship Clerks which are funded through Title III and are designed to train young people for entry into the railroad industry.

The above describes the actual funding sources for training programs that are available under CETA. As indicated, these funding sources are available through the local and state prime sponsors, the Office of National Programs, and the Office of Youth Programs.

Two other organizational units that might be of interest to the railroad industry are the U.S. Employment Service and the Office of Comprehensive Employment Development. The U.S. Employment Service is responsible for the administration of the various State Employment Service organizations. It is through these offices and their interface with CETA that applicants for training become available. The Office of Comprehensive Employment Development is basically the policy arm for the development of guidelines and practices involved in the administration of Titles I, II, and VI of CETA.

These agencies are not sources of program funding but are agencies that the railroad industry would be well advised to become familiar with since they can provide guidance in the development of innovative new approaches to railroad training.


ASSISTANT SECRETARY for EMPLOYMENT & TRAINING
Ernest Green
Deputy Assistant Secretary
R. J. McMonnon
Office of Administration & Management
Albert Angebranndt
Office of Policy Evaluation & Research
Wm. B. Hewitt
Bureau of Apprenticeship & Training
Hugh C. Murphy
Unemployment Insurance Service
Lawrence E. Weatherford
Office of Field Operations
Lawrence W. Rogers
10 Regional Offices
Prime Sponsors Local State
Governor's Discretionary Funds
Funding for CETA Titles I, II, VI
U.S. Employment Service
Wm. B. Lewis
Office of Comprehensive Employment Development
Robert Anderson
Program Administration for CETA Titles I, II, VI, WIN Program
Office of Youth Programs
Robert Taggart
Funding for CETA Titles IV, VIII
Office of National Programs
Lamond Godwin
Funding for CETA Title III

FACT SHEET: The HIRE Program at Chicago and North Western Transportation Company

An article reprinted from ETA Interchange, published by the U.S. Department of Labor, Employment and Training Administration, September 1977, Vol. III, No. 8

First HIRE Project Opens Up

432 Railroad Jobs for Veterans

The Chicago and North Western Transportation Company, a railroad operating in 11 states out of Chicago, has signed a $661,170 pact with the Labor Department to train 432 Vietnam-era veterans in 20 railroad occupations.

Secretary Marshall announced this first agreement under the President's HIRE program, for veterans August 17.

"It is gratifying that I can report that the first major hiring agreement has been executed," Marshall said.

"I am pleased with the response from major corporations to the National Alliance of Businessmen's efforts to get the HIRE program into high gear and begin putting unemployed veterans to work.

"NAB, after contacting many companies over the past four weeks, has secured pledges for more than 12,500 jobs from 35 firms-- and this is only the beginning," he said.

The Chicago-based railroad's jobs will pay from about $6 to more than $8 an hour as starting wages.

Training time will range from 120 hours for helper categories to 25 weeks for apprenticeable occupations.

Locations of the jobs will be concentrated in four states: Illinois, Wisconsin, Minnesota, and Iowa, with scattered opportunities in Kansas, Nebraska, Wyoming, South Dakota, North Dakota, Michigan, and Missouri.

Local state employment service (ES) offices in the various states will be the recruiting arm for the program, certifying the veterans as eligible and providing the plants with as many as required for the available openings.

Classroom and vestibule training will be conducted at the headquarters of the railroad's eight operating divisions.

The National Alliance of Businessmen (NAB), the marketing arm of the HIRE program, has been securing pledges from corporations conducting multi-plant operations all over the country to meet the program's goal of 100,000 veterans in jobs by the end of the next fiscal year.

Last April, President Carter sent a personal letter to the chief executives of 450 major firms asking for their participation and support for the HIRE program.

A total of $140 million in CETA Title III funds has been earmarked for HIRE, the acronym for Help through Industry Retraining and Employment, to assist companies with the training costs of the veterans they hire. NAB and the Employment Service conduct the development, promotional, and recruitment work; the Labor Department provides the training funds when and where a firm decides that it would like to have its training costs reimbursed.

As in the former JOBS (Jobs Opportunities in the Business Sector) program, the NAB will be fostering many nonreimbursable HIRE programs with the private sector.

CETA/OFFICE OF NATIONAL PROGRAMS

Panel Members:
Mr. Charles Easton, Federal Representative
Office of National Programs
Employment and Training Administration
U.S. Department of Labor

Mr. James Aaron, Federal Representative
Office of National Programs
Employment and Training Administration
U.S. Department of Labor

Mr. Raymond Hedberg
Assistant Vice President of Personnel
Southern Railway System

Mr. John D. Lines, Assistant Vice President
Training Development
Chicago and North Western Transportation Company

Mr. Frank Zamarioni
Vice President
United Transportation Union

MR. COLLINS: The next panel will deal with the Office of National Programs of the Comprehensive Employment and Training Administration. I'd like to introduce the gentlemen who are members of this panel. Mr. Charles Easton, the Office of National Programs, Employment and Training Administration; Mr. James Aaron, also from the Office of National Programs, Employment and Training Administration; Mr. Raymond Hedberg, Assistant Vice President of Personnel, Southern Railway System; Mr. John Lines, Assistant Vice President, Training Development, Chicago and North Western Transportation Company; and Mr. Frank Zamarioni, Vice President, United Transportation Union. These men can share some perspectives on what the Office of National Programs is doing and may be contemplating. Both the Southern and the Chicago and North Western have been working with the Office of National Programs.

I will now turn the program over to Mr. Easton.

MR. EASTON: Thank you.

I am affiliated with the Office of National Programs, Employment and Training Administration, a Division of National Training Programs. We fund programs with national non-profit organizations from all state activities such as labor, management, and community based organizations. Our funding source is the Comprehensive Employment and Training Act of 1973, the Act which Mr. Biro discussed this morning.

The Comprehensive Employment and Training Act of 1973 is composed of eight titles. Title III pertains to the Office of National Programs. Title III provides for a national sponsor job placement program for special groups. We place special emphasis on the training and retraining of minority individuals and in placing females into non-traditional jobs. Funds are extremely limited at the national level. Under the non-profit component of our program, as provided by CETA, a portion of Title III funds has been set aside for specific public sector non-profit programs, such as Job Corps, Migrant Seasonal Farm Workers, and Indian Manpower Programs.

In the private sector component of our program, funds have been set aside and earmarked for private profit-making organizations which is important to you. Jim Aaron will discuss this in more detail later in the program.

In the Office of National Programs budget we have set aside seventeen point five million dollars ($17,500,000) for Apprenticeship Outreach Programs scattered throughout the United States. We have set aside twenty million dollars ($20,000,000) for on-the-job training programs. We have twenty-three million dollars ($23,000,000) for promotional and developmental programs which work primarily through our community based organizations, such as recruitment training programs, Urban League, Human Resource Development Institute, and an arm of AFL-CIO. We have six point eight million dollars ($6,800,000) set aside for STEP school-to-work traditional programs that Mr. Biro discussed this morning.

Our contract with the Southern Railway System was from the Department of Health, Education and Welfare. This profit-making company was funded by a combination of monies from HEW and DOL. The first two contracts that we had with Southern called for the training of a little over 2,000 individuals in non-traditional railroad occupations. Today, these two contracts funded with Southern have hired, trained, and retrained 2,370 individuals of which 800, or 30 percent are minorities. Minorities have been placed into all of the non-traditional occupations with Southern, including locomotive engineers.

Southern has a training facility at McDonough, Georgia. The U.S. Department of Labor did not put one penny into the establishment of this facility. We have been asked this question over and over again. We feel that Southern has set the pace for the industry to follow.

Thank you.

MR. AARON: Hire stands for Help through Industry Retraining and Employment. HIRE was founded in the beginning of 1977 with the new administration to be part of a special set of initiatives for veterans. The goal or the purpose of HIRE is to create 100,000 jobs and training opportunities, primarily for veterans, in the private sector. We will reimburse employers for training costs associated with the training of eligible participants. To give you an idea of the commitment of the Department of Labor and the administration, the program was launched officially in June, 1977, by the President at the White House. One hundred and forty million dollars ($140,000,000) were made available for this program as a special initiative.

I would now like to discuss HIRE program requirements in terms of the employing establishment, and in terms of the trainees. I would also like to offer some suggestions concerning how you may become involved in the HIRE program.

Employer eligibility requirements are reasonably simple and straightforward. *You must be a private for-profit company. *You must be able to hire in the course of the twelve month agreement a minimum of 15 individuals, *in jobs which pay a minimum of $3.50 an hour. *And you must hire these individuals and train them, anticipating that they will be regular permanent employees.

We feel that the HIRE program is particularly suited to railroads. The reason is that one company can enter into a single agreement with the Department of Labor which will cover all of its various employing sites.

The eligible trainee participants under the HIRE program are primarily veterans. Veterans includes disabled veterans, Viet Nam era veterans, and other veterans. Additional eligible target group members are the disadvantaged youth and long-term unemployed individuals from low income families.

The reimbursement dollars that are available under the HIRE program are there to reimburse an employer for up to 50 percent of the costs associated with training eligible individuals. The 50 percent is based upon the fixed hourly rate of the starting salary of the employee who is hired. We have a table listing the specified periods of time for the various occupations. An additional note is that the 50 percent reimbursement is dependent upon a minimum of 10 percent classroom and vestibule training, which must be noted in the training outline that we ask for.

We believe that it is relatively simple and easy for industry to participate in the HIRE program. The procedure begins with submitting a proposal to the Department of Labor. You may be surprised to hear that our proposal consists of only three forms. One form is a summary sheet. The second form is for you to provide a training outline for each of the occupations for which you wish to train. The third form is for the reimbursement information for each of the training sites.

We try to process these proposals in a week or less. And I can say quite honestly that our experience has been very good. We have had signed agreements in as little as a day with proposals that met the guidelines we have established. In general, however, processing a proposal takes about one to two weeks, depending upon whether or not additional information is necessary.

Once you have a funding agreement with the Department of Labor, and I'd like to emphasize agreement - these are not contracts - you begin to hire people. The employment procedure is as follows: We require that the employer use the United States Employment Service and its network of 2,400 local offices for referral and certification of eligible individuals. After an employer places an order with ES, the first five days of job interviews must be exclusively from the Employment Service referrals. During that time the Employment Service will refer only veterans. After the five day period, the employer is free to recruit through whatever means he wishes. It is at this time that the employer can seek to hire disadvantaged youths and long-term unemployed. Remember, however, that all trainees must be certified by the Employment Service under the HIRE reimbursable program.

Two things that I would like to emphasize about the hiring process is that under the HIRE program, the hiring decision is made by the employer. We ask only that the employer hire people he or she deems suitable to become permanent employees.

Secondly, there is no penalty associated with the failure to hire the number of people that an employer specifies in the agreement. We believe that an employer tries to accurately estimate his needs, and so there can be no penalties associated with not being able to meet his or her own estimate. It is understood that factors such as economic downturns, coal strikes, and the like can interfere.

The final aspect that I would like to discuss is paperwork that is required to participate in the HIRE program. We require the employer to bill the Department of Labor on a single form. We do ask that an invoice be submitted for each of the employer's hiring sites. The basic information that is required in terms of each occupational category is: the hourly wage, the number of reimbursable hours, and the reimbursable dollars that are due the employer for the billing period. These invoices may be submitted either monthly or quarterly, at the employer's discretion.

Thank you.

MR. HEDBERG: The subject of the conference, training, is one in which all of our companies have a vital interest.

As has been indicated earlier, Southern Railway System has been active in seeking government assistance in our training efforts wherever appropriate. There is really no great mystery concerning how we go about it. We keep up with the various governmental programs and legislation which affects these programs. We write proposals. We demonstrate our past track record with "bottom line" figures, e.g., the number who complete training, the number who go into higher paying jobs. Our emphasis is on hiring minorities and veterans. And we are proud of our overall low turnover of employees. To date our proposals and our results have made good business sense to government officials charged with the responsibility of meaningfully using government funds.

Let me provide just a few details on some of Southern's programs with the government.

Our first proposal under CETA was submitted in 1975. In this proposal we planned to train 1,049 people: shopcraft, locomotive engineer trainees, switchmen, trainmen, data typists, computer operators and programmers, and assistant signalmen. We stated that we would hire at least 30 percent minority, and that all of those trainees who satisfactorily completed the program would receive employment with Southern Railway in well-paying jobs. The training would help accelerate advancement opportunities for minorities and veterans.

Now, of this first program, Southern paid 55 percent of the total costs of training. During that contract period we enrolled over 1,200. Of the trainees enrolled, we had about 31 percent minorities, about 42 percent veterans, and something in excess of 2 percent females. Of those approximately 1,200 trainees, 1,167 entered employment with Southern. At the end of 1976 we had 83 additional trainees in class. They finished their training and also were employed by Southern. Only 6 trainees did not complete the training.

We wrote another proposal for a follow-up contract covering the year 1977, which was to train, again, close to 1,200 in the same crafts. We included the same provisions for emphasis on minorities and the same provisions for sharing the costs wherein Southern assumed 55 percent of the training costs. During the second contract we trained in excess of 1,100 persons. The group of trainees was composed of 37 percent minorities, 42 percent veterans, and 9 percent females. We had 1,077 new hires enter employment. We had 37 trainees who were still in training at the end of the year. And of the total of 1,114 trainees, only 25 did not complete their training.

Under these CETA contracts, we had CETA funds to cover the training costs, administrative and instructors salaries, consumable materials, and some equipment. Southern Railway funds covered trainees wages, railroad equipment, and facilities.

A follow-up contract with CETA has been approved for 1978 but it is reduced in scope to 400 trainees. Again, we will be training locomotive engineer trainees, switchmen, data typists, computer operators. We are going to increase the emphasis on minorities to 50 percent. In addition, Southern has agreed to hire and train 530 people under the HIRE program.

As has been indicated, HIRE provides for reimbursement of up to 50 percent of trainee wages for a designated number of hours, depending upon the craft, and after the trainee has completed his or her first three phases of training.

Let me briefly describe our four-phase training period. The first three phases in the technical area are at our technical training facility at McDonough, Georgia. These phases include orientation, classroom participation, and laboratory hands-on experience. The fourth phase is on-the-job training. Our training approach satisfies HIRE's requirements. However, it is still too early to forecast what our results will be with this project.

I would like to point out a problem, however, that has developed. The HIRE program requires employers to use the Dictionary of Occupational Titles. This has caused concern among some union leaders as to whether or not they should sign off on HIRE. I hope that this can be resolved. While there is nothing in the HIRE agreement that would change any of the conditions of contract, it is a problem that I think we have to face.

In summation, we have found these federal programs constructive and beneficial to Southern's training efforts. We have found the Department of Labor helpful and supportive in attaining our mutual goals of getting more people involved in the industry, with emphasis placed on hiring minorities, veterans, and women.

Thank you.

MR. LINES: The Chicago and North Western, too, is very heavily committed to training. And like many of the other railroad companies, until very recently we had assiduously avoided any involvement with federal funds to assist us in our training effort. After talking with representatives of the Department of Labor and others about the HIRE program at its inception, we were convinced that the utter simplicity of the program bode well for our participation. We signed the first agreement in the country and to this point we are very pleased.

It is an extremely simple program to administer. The one form used to submit billings to the government is a great help to us.. One of my assistants handles the entire administration of the HIRE program. It doesn't require any full time effort at all, and the people who prepared the guidelines for the HIRE program wrote them in readable English.

We are glad that we are participating in the HIRE program. We went into the program with only 432 trainees because we were somewhat concerned that the program might not run as smoothly as we were told it would. But it has, and when it comes time to renew the agreement, we intend to increase the numbers of trainees considerably.

The relationship that Mr. Aaron and his staff have established with us is an informal one. When I see a problem developing, I phone Washington. Perhaps two letters have been exchanged since last October, which is very unusual in a program involving someone else's money. So it's been a very fruitful, very enjoyable experience, and we intend to become more involved. We are also investigating other programs in certain other areas, and have proposed some other involvement for the Chicago and North Western.

We too have build our own training center near Chicago, and spend about five million dollars a year on training. The bulk of that, probably 60 to 70 percent, is spent on retraining or upgrading our employees. For the benefit of you people from Washington, the only way we can create new jobs is to create a need at the entry level by retraining somebody to move up the line. In the retraining area there is a great need for federal help which would, in turn, open up many entry-level jobs. The involvement of vocational education centers would be extremely helpful in providing basic pre-employment training or developing basic training programs for in-house use. DOL or HEW, for example, could assist the industry in dealing with the problem of retraining and be of help to most of us.

As I said earlier, we built our own training center a few years ago and equipped it, not knowing that we could have asked for assistance. We now realize that we were perhaps a little anxious and, perhaps not informed about the availability of that assistance. Nonetheless, enrolling employees in that training center and graduating them as new craftsmen has been most beneficial to us, and the benefits continue to increase. Our safety record has improved, our efficiency has increased. If we as an industry can get together and, with the help of the Department of Labor, Vocational Education, or other agencies design a means of helping the railroad industry train its present employees to move upward which would create entry level job openings, we will continue to help with the unemployment problem and minority hiring needs.

Thank you.

MR. ZAMARIONI: I am happy to see so many people interested in the training of our people. How I wish that someone took this interest when I began thirty-six years ago. They threw me out with a crabby conductor who grunted at me all day. That's the way I learned the railroad.

I think our industry has been very lax regarding training our switchmen and our brakemen. I think the operating efficiency of the industry would be a lot better if the new employees had better training. It's not good to see young boys sent out by themselves on a 100 car train without the proper training. I've seen young men working on two busy leads become frightened to death when they heard the noise and the crashing cars hit one another. They don't know what to do. This is something they must become accustomed to -- the noise and the sounds of the moving equipment. I think classroom training is important to teach some of the basic information, rules, and procedures. But a man has to get out there on the job in all different types of weather. It's rough, but that is the only way he learns all that he needs to know.

QUESTION/ANSWER PERIOD

FRANK DESSENS, General Chairman representing switchmen in Texas and Louisiana on the Southern Pacific Railroad.

My question is, Mr. Hedberg, does the Southern or any other railroad have any type of ongoing program to train yardmen, conductors, or brakemen while in service?

MR. HEDBERG: Yes, we do.

MR. DESSINS: How effective has it been with regard to in-service people and new hires? Do you have a follow-up program for retraining experienced switchmen and brakemen?

MR. HEDBERG: We have focused on rules and safety training with them, but not basic skills in the retraining.

MR. LINES: We have a three-week conductor school, with formal classroom training as well as on-the-job training, including conductor book work and that kind of thing. And we have a 5 to 8 day training program for new switchmen and trainmen.

MR. COLLINS: Is there anyone else who wants to respond to that question?

MR. COLLINS: Dan Collins, United Transportation Union.

I'd like to direct this question to either Ray Hedberg or John Lines. As I sit here and listen to Mr. Aaron, a thought crossed my mind. Does the Southern Railway or the Chicago and North Western get any new hires for these programs from the Railroad Retirement Board? The reason I ask that question is this. We have an industry which has a remarkable statistic. We bring fifty to sixty thousand new hires into the industry every year while at the same time we pay out unemployment benefits to the same number of people. It seems to me we are overlooking the fact that we are paying unemployment benefits to people for not performing service, while we're bringing other people in to perform services under a new program.

MR. HEDBERG: I'm very concerned about the very problem you mentioned. We have, on various occasions, interviewed the people on those rolls. We have found a great many of them either not really interested in returning to work or they were not of the quality that was appropriate to the particular vacancy.

MR. LINES: I spoke with the Retirement Board last week on this subject but our HIRE program will not let us re-hire former employees. And I agree with Ray Hedberg about lack of interest or qualifications among others.

MR. COLLINS: On our side of it, as you know, we talked with your office lately and I've got your employment people now involved. It's belatedly involved, but they are in contact and whether or not they actually hired anybody I don't know.

MR. HEDBERG: Mr. Aaron, how would your department look at the nature of that problem?

MR. AARON: I am not immediately familiar with the problem and I will have to answer out of ignorance. The HIRE program is primarily directed toward hiring people from the target groups that we mentioned. I imagine that some of these people that you are describing would be probably veterans who are unemployed. I think they probably would be eligible if, of course, they didn't come from your own railroad to begin with.

MR. SEEMAN: Sam Seeman, Director of the Agreement Personnel of Conrail.

I think that the problem of the railroad unemployed and the HIRE program are not necessarily in conflict. Both John and Ray have pointed out that not all of their new hires were involved in these particular training programs, and that any of the people that they needed to go into other jobs they are not filling from the training programs. Just to give you an idea, in the month of December we hired about 300 new people into agreement occupations. We also placed 94 previously unemployed Conrail railroaders, our own unemployed people, in other occupations. These acts resulted in two achievements. One, we took men off of the unemployment compensation roles. Secondly, by selection we are able to improve the quality of the job. We wouldn't put all of our new hires into a training program, but you still leave yourself free to do what you ought to do to reemploy qualified unemployed railroad workers.

MR. MEYER: Fred Meyer of Rock Island.

I would like to direct two questions to Mr. Aaron.

We have an agreement with HIRE to train six hundred and three persons, in seventeen different occupations, at thirty locations. After three months of experience we are finding that the mix of trainees does not seem to be what I wanted it to yield at the end of the year. Is there any way that we can amend the agreement to accommodate that kind of situation? Or are we going to be compelled to live with that until the end of the year?

MR. AARON: The answer is yes, you can change the mix of numbers of persons in particular craft training. The method for doing that is to phone us. We will then formalize it. We ask that you notify us within a week to amend the proposal that you have submitted. As far as increasing the number of people that you would like to hire, the answer to that is yes, you can.

MR. DATRES: George Datres, International Association Machinists and Aerospace Workers.

I wish to address a question to Mr. Aaron.

Suppose on a particular location you have three men who have been furloughed due to a reduction in the work load. At the same time you want to place four or five HIRE men there. So you call three furloughed men back and add your HIRE trainees there. When the HIRE program is over, what happens to the HIRE men and the other three men?

MR. AARON: Obviously, neither we nor the industry have a crystal ball to tell us what is going to happen in terms of the complex of a particular railroad. We specify in the guidelines that the company must be hiring people under the HIRE program with the expectation that they will be permanent employees. After a time, of course, I imagine all employees that are hired will become members of the union and be covered by the Collective Bargaining Agreement. However, there is not much we can do about an economic downturn two months after a HIRE program is completed requiring the new HIRE employees to be furloughed.

MR. SEEMAN: Conrail is the company that is being discussed here. Our planning indicated definitely that we would need to recall the three men who were on furlough. In addition to those men, we needed five other people for replacement. Even if it were not contrary to the objectives of the HIRE program, we have no intention whatsoever of hiring and training anybody that we do not expect to need permanently. Our crystal ball isn't any better than anybody else's perhaps, and it may be worse than some. But in any case, that was our intention and it will continue to be.

MR. DATRES: Mr. Seeman, you are not the one I was referring to. Mr. Rose is the one I was referring to.

MR. COLLINS: Do we have any further questions for the panel?

MR. PERGRIN: I would like to ask Ray Hedberg to discuss the organizational structure of Southern railroad and the top management philosophy which enhances their training program.

MR. HEDBERG: As Mr. Paul said yesterday, we have a major capital investment of about one half billion dollars in people. It is in our business interests as well as in the interests of the individual employees to provide training for our people. Training is centralized under the personnel department which works with the individual departments to determine the training needs.

MR. WILSON: Troy Wilson, Apprentice Supervisor, Missouri Pacific Railroad. Yesterday Mr. William Druhan discussed some of the legislation which has been passed directed toward helping the railroads. We have many comments from Southern and from other railroads about the excellence of the HIRE program. We are involved in the HIRE program also. I believe that Mr. Aaron said that $140,000,000 was being appropriated under the HIRE program. I think that when the government appropriates such large funds it is a mistake to limit the scope of the program to include only veterans, minority groups, and the unemployed. The HIRE program and ones like it are good programs, but when these programs are created I think that the legislators and the people of Washington should keep in mind that the purpose is to bring about relief in training and employment for railroad personnel. I would like to see the list expanded of those qualified for HIRE programs to include all people whether veterans or not.

MR. AARON: I said that the HIRE program was targeted primarily for veterans. However, I also mentioned that it is also targeted for disadvantaged youth and long-term unemployed, which in a sense, opens up the program to anybody who is unemployed. In the case of the disadvantaged, certain poverty criteria must be met. In the case of the long-term unemployed, a certain level of annual income is considered. Although the primary focus of the HIRE program is on veterans, the scope of those who are qualified to participate is not as narrow as you seem to believe.

MR. WILSON: An issue that I am addressing here is a problem which has arisen since applicants for employment now come through the state employment office. The problem we have now concerns the sons and daughters of people who have worked with us twenty-five or thirty years. Many of these sons and daughters are also looking for gainful employment. In some respects it seems to me that some of these programs discourage or exclude these sons and daughers of past railroaders from obtaining jobs in the railroad industry. I don't think any of us want programs that limit employment opportunities for anybody. I believe that the purpose of this meeting is to find ways to appropriate sums of money to help train railroad employees, working together with the FRA, government legislators, and state vocational directors to set up the training programs. I think that these sums of money should be made available to all people. It may be that the HIRE program's potential clientele does broaden to include more than veterans, but I would certainly like to see more money appropriated.

MR. LINES: For whatever it may be worth, we have found that more than eighty percent of the people we trained and employed under the HIRE program, met our "before HIRE" program requirements for employment. We would have hired them anyway.

MR. EASTON: When we funded the program with the railroad, we had no intention of changing your normal hiring procedures. We had no intention of restructuring the seniority system. We knew that many of the railroads had their own training programs and they were doing a terrific job. However, the railroads were not giving the underdogs, the disadvantaged, the minorities a chance. So, we thought that we would offer the railroads some financial assistance to help them hire the underdog. We got involved in the HIRE program initially to help you to overcome some of the extraordinary costs that training the disadvantaged individual would require.

MR. WILSON: Many of our outstanding labor contracts on many railroads in the nation had clauses that stated that eighty percent of the new employees would come from the sons and daughters of the active work force.

MR. EASTON: Thank you, members of the panel, and those of you in the audience for your probing questions.

LUNCHEON ADDRESS

Ms. Hazel Brown
President
Harry Lundeberg School of Seamanship
Piney Point, Maryland

The transportation industry as a whole must face new technological advances. The workers have to accept technology and be willing to change as automated equipment and machines change. The impact of technology on human beings and how they cope with technological change is something that educators have to cope with. It is a difficult task because most humans are afraid of change, afraid of new things, and feel insecure about changes. People often have difficulty interfacing with machines. Too many times training programs ignore the kind of emotional impact that change has on people.

As an educator I feel that education is the key to solving our problems in the transportation industry. We have to take a realistic look at what is actually being done in training within the industry and assess the quality of what is being done. The reality of the situation is that the time is past for us to fool ourselves any longer by believing we are providing quality training by boasting about the numbers of trainees we have. We have got to get down to quality education and do something that is really sincere.

Previous speakers have talked about whether or not public education could be of any assistance in solving our problems of training. I think not at the present time. There is some awakening within the public education community, but I believe that interest is caused by their financial needs and not by their sincere desire to really work with unions or with management. Management, labor, and government working together must provide the education that is needed for the industry.

About ten years ago the Seafarers International Union and their contracted shipowners purchased a site and began to build a centralized school, the Harry Lundeberg School of Seamanship. The project began with the concept of a residential school not merely a training program. Instead of hiring someone from the industry, they hired an educator to be president and to run the school. Fulfilling these kinds of concepts costs a lot of money but in just ten years the maritime industry has something to measure the amount of return that they have received for their money. A few years ago the average age of unlicensed crews was as much as 50. Now the average age is around 30 aboard U.S. flagships. In addition, the newly trained and educated people now entering the industry reduce managements' insurance costs, reduce the number of accidents, and increase productivity. The manning of sophisticated vessels is now possible since we specially train people to man the new liquid natural gas carriers that are flying U.S. flags.

Our program has grown from being a skills program to one in which we award college credit for educational experiences. We sought and have gained the approval of various educational institutions. The Maryland State Department of Education, the United States Coast Guard, and the American Council on Education all approve our training program. More recently a local community college now gives credit for the courses that we offer.

The young people at our school who are entering the industry are seeking careers not just jobs. In the transportation field there are too many people who are just looking for a day's work. We are trying to slow down the turnover in the industry by presenting a program which is a career program.

How did all this come about? Of course we had problems that had to be solved in our industry just as the railroad industry has problems to solve. The first one, of course, was the need for cooperation. Union, management, and government had to work together and they needed to seek talented people. They purchased a facility, they organized a media center so that materials could be created, and they attracted specialists and creative teachers. At the very beginning, I guess, the maritime industry was just like the railroad industry. They had training programs in individual ports, and training schools in different port cities around the United States. But they found that their training programs had little quality. Trainees were waxing cars, scrubbing and cleaning up the union halls. Not much quality instruction was going on. But once we acquired the centralized training facility it became possible to acquire equipment for training, such as simulators, shop equipment, and actual vessels including ships, tugs, and barges. Ships have been converted into classrooms which act as motivational ingredients in the training program.

Our problems are very similar to those that exist in the railroad industry. Like you we have traveling personnel. Our people are not just traveling from state to state but all over the world. We have a problem too with now technology. Every ship that is built is different. There seems to be no standardization among ship construction. And we certainly have diversity of operation. Our diversity is even more extreme than in the railroad industry yet we try to cope with it. We train people to work on towing operations where one tow boat may be pushing 40 barges. Hauser towing is deep sea towing which involves a tug pulling barges, requiring training in different skills. We train people to work on deep sea ships, supertankers, container ships, Great Lakes cargo ships, and various dredging operations. We train people to become docking pilots. We train all of these people at one institution using one group of instructors.

In order to get a consensus to put the program together we formed an advisory committee made up of unions, management, and government. At first the unions were very cautious. The union officials were afraid of what might happen if management was involved, and management was doubtful of how much they could trust the unions to put together a school. But we all worked together. First we developed a job task analysis. Then we advanced to the point where we could critique curriculums together. Recently we have been meeting in these advisory committees to update the course content.

Our labor representatives and management representatives have diverse needs. We have companies such as the National Marine Service which does nothing but haul fuel and ammonia barges up and down the Mississippi River. We have companies such as Interstate Oil Transport, which is strictly an off-shore oil barge company. We have Sea-Land Service which travels all over the world with containers. And we have the new liquid natural gas ships. All of these companies represent different needs and different job skill requirements. Their representatives meet with us twice a year to tell us their needs. We try to put together programs to meet those needs. All of us at the school enjoy those meetings very much because they keep us in touch with reality. We feel more involved with the industry because we have these meetings. We feel that we understand some of their concerns about the capabilities of students we graduate. They, in turn, understand our problems.

There is a working relationship that exists between the school and the total industry. A most recent example was a meeting that was held by companies which wanted to have some specially trained mechanics for diesel engines. The five companies that were interested in this kind of course came to us and told us their needs. We put together the course and trained the people.

We probably won't offer the course again until they indicate another need. But we are a flexible school and we reflect the needs of the industry.

We keep in contact with our graduates. Our graduates are in the unions so we know where they are and we do hear from them. We hear whether or not they have done well, whether or not they have had accidents. It helps to keep us straight.

Of all of the problems that an industry might have or that the people within the industry might have, they can all agree on certain things. One item of agreement, of course, is that certain skills are transferable. We have tried to identify and weed out the kinds of skills that are very company specific or highly specialized, and have eliminated them from our courses. We believe that those kinds of things can be learned on the job. In a pre-training program we feel we should teach the skills that are more general. Since industry regulations are fairly consistent across the board, regulations such as the U.S. Coast Guard or EPA are incorporated into the curriculum. Safety rules and procedures are fairly universal too, so our training program emphasizes safety and safe practices.

One of the most important qualities that all management people want from their workers is a good attitude, so our program is based upon trying to develop positive attitudes in our trainees. In addition, we offer guidance to assist them in adjusting to work life. We also teach industrial relations courses dealing with the economics of the industry and workers' responsibilities. Finally, we offer some leadership development since we are trying to train people to stay in the industry and move up the career ladder.

Our beginning program is an entry rating program which lasts for twelve weeks. This is very basic and includes the nomenclature of the industry, basic skills for the engine, deck, and steward departments, the knowledge and use of special tools, sanitation onboard ship, attitude toward oneself and one's job, and discipline. Our school is semi-military. We try to teach people to be respectful of their leaders and to respond to authority. On board ship there is a very strict leadership structure so we have that same kind of structure at the school.

We provide everyone at the school with work experience. In their first few days at the school, trainees are assigned to all sorts of work, from cleaning the grounds to helping us maintain our facility. While they are in the program we assign them specialty work experiences. We have found that young people today don't know how to work. Many of them have never had job experiences. Middle class society has protected the young people so much that many of them go to work the first time not really knowing what work is all about. So during the pre-training program we make everyone work.

Our program is based upon the career ladder concept. First we have entry-rating training. Then the trainees go to sea and work. When they return they take more courses and are evaluated by the Coast Guard. Then they go to sea again and then return. We see our trainees perhaps three or four times before they have really reached the level which would be considered journeyman level in the railroad industry. At our school a person may begin his career as an ordinary seaman or a deckhand and after two or three years of training become captain of his own tug. In the steward department a trainee could begin as a messman and in three years become the chief steward.

The basic courses that all of our students take are first aid, firefighting, and survival at sea. I am sure in the railroad industry there is a body of basic information that is required of everyone. Our students all study and work together. We feel that one advantage of having a centralized program is that the young and the old are sharing the education experience together. They come from all different backgrounds and all nationalities. In fact, sometimes our dining room is like the United Nations.

Each year we put about 1,000 young entry people into the industry, and retrain about 1,500 upgraders. Our courses are competency based in that we do task analyses. Students have to perform tasks successfully at the end of each of their segments of training. Several courses that we offer are open entrance and open exit. We hope to do more of this so that our program will become more flexible. The U.S. Coast Guard, at the present time, restricts us in instituting more open entry programs. They still believe that time equals quality, a concept that exists in many apprenticeship programs today, and that concept is expensive. Some people believe that if a person spends so many hours in training, the person has learned. We don't really believe that but as long as the Coast Guard says that the trainees have to be in our school for three months, we try to fill those three months with meaningful learning experiences.

I believe in individual differences. People definitely do learn at different rates. This is what bothers me most about many training programs. They are set in blocks of time and not set for people.

We have remedial programs at our school because we find that many people today have trouble learning how to read. They don't know how to do proper math for some of the technical aspects of the job, and many of them need help with English, spelling, or study skills. To help these people we have a separate academic program which includes a high school diploma through

GED programs. We have a large library. Going aboard ship really requires knowing how to read. It is a very lonely life if you can't spend some time reading a book.

Our program is aimed at developing the entire worker and not just the development of his skill. Any industry program that is really going to succeed has to consider the whole person. We have counselors at our school, and we have an alcohol rehab center where we try to give the members a chance to recover from alcoholism. We teach arts and crafts to develop hobbies and interests, and we have a music barge for those who like to entertain themselves and others. We also have recreation facilities, a student council group, and a review board for discipline. At sea the men have a Seafarers Appeals Board which disciplines the workers. In our school if people don't show up for class they get penalized. At sea if they miss a ship they are fined. We have tried to structure our school to match the rules and regulations aboard ship to prepare trainees for their new jobs.

We had many problems in implementing our program. It was not all roses. We had to interface with educational institutions because we wanted to make our school more than just a training facility. This took time to initiate and time to be accepted. At first we found a lot of resistance in the educational community, but times are slowly changing. People are recognizing that non-traditional programs have a place in the educational community of our nation.

We also found that there were not any training materials available for us. We had to make our own which required a lot of creativity and a lot of ingenuity. We had to build some of our own equipment. We built a console for about $35,000 which sold for one million dollars. At the time we needed the console we couldn't afford the million. We did a lot with cut-aways of machinery and made our own teaching aids, mock-ups, and cut-aways of valves, pumps, and pistons. Luckily, we found a retired machinist to work with us part-time who enjoys making these teaching aids. We have made our own video-tape and slide presentations. We have sent instructors out onboard ship to photograph equipment so that we would at least have some teaching aid until we could get the real thing. We have created study guides and have rewritten Coast Guard manuals because they were written on a level too difficult for our people to read.

We in the maritime industry have been inventing our own training wheel. We now have the Maritime Training Advisory Board which is a group of maritime educators who get together to share information. Since we are a fairly small segment of the transportation industry, no publishers want to invest in preparing any books for us. We have had to make our own and we share them among ourselves even though some of us are in competition in the industry. We have jointly written a fire-fighting manual. We have put together a film script and negotiated to have a government agency make the film for us.

Through the cooperation and financial support of the maritime unions we have been able to do some things that we could never have done on our own. In turn, we try in every way to be helpful to the industry, which involves meeting the manpower needs of the unions and management. We find this is probably our most difficult problem. The industry fluctuates according to the trade in the nation and the economics of the nation. There are times, then, when the industry needs a great deal of manpower and at other times almost none. Therefore, our program has to be flexible. This is frustrating and it sometimes is difficult to cope with, but it really keeps us on our toes.

Staffing is another very real problem for us. There is no place to hire people who have been trained to teach in a maritime school. I guess the same will be true in the railroad industry. What we have done is to teach teachers the maritime skills and teach seamen to be teachers. And we have some of our staff rotate back into the industry. They go to sea for so many months out of the year and work for us when they return. This has helped to keep us up to date and in touch with what the industry is all about. It has made teaching at the school much more a team effort. We all are learning about the industry and working to grow as a staff.

We do not find that recruiting applicants is a problem. We have more applicants than we know what to do with, expecially since there is no military draft today and young people are looking for job opportunities and places to go to school.

We have guaranteed job placement at the end of our program through the hiring hall of the Seafarers International Union aboard the shipping companies that pay for the school. Our graduates are usually on the job within two weeks after graduation. At the present time we are sending them out to work almost as soon as they have completed their courses. We learn about the jobs through the teletype from each port city in the United States. We send people directly from our school to the job. This is great motivation. When students hear of jobs in Bangledesh or in Cairo, Egypt, they get excited about job placements. And news of new job openings comes in almost every week so it keeps everybody working and studying hard.

We feel the most important aspect of any training program is that is must meet the stated needs, it must answer the problems, and it must be purposeful. Our program is created to meet the short term needs of the industry. We have programs that are very specific and may only be offered one or two times. When we initiate a new course we don't pretend that it will run for the next ten years. Things are always changing in our industry so the training program has to change. An example of this is that recently some of the tugboat owners wanted to recertify their captains. The owners installed a special kind of steering, a flanking rudder, on the tugs and they wanted their captains to use them. Instead of using the flanking rudders, the captains were ignoring the new equipment and steering the ships in the old way. The owners sent their captains to our school and the captains learned how to operate the new equipment. In addition, they learned management and leadership skills.

The feedback from these types of programs is that they are very cost-effective. Safety records have definately improved. Morale and efficiency have greatly increased, and the companies have told us how proud they are of our accomplishments.

Training really pays but it must be relevant, it has to be flexible, it must be efficient, and productive. It has to be individualized and it has to meet human needs. I think that too often educational programs are created that stifle instead of stimulate. I would give the railroad industry this challenge. We have been at this task of training in the transportation industry for ten years. If you people start tomorrow you also may be answering your problems in the next five to ten years. But just remember, education is not like popping a pill. You don't get an instant high. It is more like learning to walk. You crawl, walk, and then eventually run. Good luck to you. It is a tremendously rewarding challenge.

THE PROPOSED ALTOONA RAIL TRAINING CENTER

Panel Members: Mr. Robert Carey
Human Resources Director
Southern Allegheníes Commission

Mr. David Pergrin, Consultant
Federal Railroad Administration
Department of Transportation

Mr. Samuel W. Seeman, Director
Agreement Personnel
Conrail

Mr. Daniel A. Clark
Director of Vocational Education
Altoona Area Vocational Technical School

MR. COLLINS: To ease today's schedule we ask that the third panel, which was scheduled for this afternoon, to be first on tomorrow morning's agenda. We will concentrate on the two panels this afternoon, the Altoona Rail Training Center and then the CETA Local Prime Sponsors.

The Altoona Rail Training Center is a fascinating project in which Conrail is involved in Altoona, Pennsylvania. Bob Carey from the Southern Alleghenies Planning and Development Commission will act as the leader. The panel members include Sam Seeman, Director of Agreement Personnel from Conrail; Mr. Dan Clark, Director of the Altoona Area Vocational Technical School; and, Mr. Dave Pergrin, Consultant to the Federal Railroad Administration. Mr. Robert Carey.

MR. CAREY: Thank you. I would like also to introduce Colson Jones, Vice President of the Southern Alleghenies Commission and the Chairman of our Transportation Committee.

The Altoona Training Center is a project which we have been working on for a number of years. We envision that some day it will parallel the maritime industry's Harry Lundeberg School of Seamanship. Perhaps in ten years the railroad industry will have a few similar kinds of training centers which can function as they do in other industries.

To open this presentation, I think it is appropriate that we hear from a gentleman who has been involved in this project over a long period of time. He is familiar with the genesis of the project and can tell us how it came about. Most of the rest of us on the panel have only been involved in the more recent history of the project.

MR. PERGRIN: In 1969, the Penn Central Railroad named a new president, Mr. Gorman, from Western Electric. The Penn Central had just been merged with the Pennsylvania Railroad and New York Central, and there had been a complete management turnover. He needed a task force to study the railroad in depth to determine what action he should take to get the combined railroads into a profitable and efficient operating mode.

I was a member of the four-man task force assigned to examine the Penn Central Railroad in depth. We saw twenty-five thousand miles of mainline, branchline, and railroad classification yards in all of the major cities in the northeast. We saw branch lines going into coal mine areas. We saw main stems that were four track, main stems that were two track, and CTC systems. We saw an electrified territory in the east from Harrisburg to Philadelphia and from Washington to New York. We examined the property, the condition of the bridges, the track, and especially the employees. The average age of the employees was forty-seven. There were not many people in their twenties and thirties. This was the result of a long process of reduction in force. There had been no money to increase the maintenance of track and the structure itself, the signal system, and the catenary system. Further, there had been no funds to employ enough people to maintain the car equipment and the locomotives.

We recognized two problems that Mr. Gorman would have to solve to repair the physical property of the Penn Central and breathe life into the company. In the first place he was going to need people, a lot of engineers, and plenty of track men. He was going to need many people who knew how to maintain equipment, operate equipment, operate trains, and lay miles of rail. To accomplish this he was going to need training programs to teach people how to do the necessary jobs. Unfortunately, as the impact of this message reached the executive offices, the Penn Central went bankrupt. It is not an easy task to execute all of the plans and programs necessary to right a railroad under normal circumstances, and it is really tough to do it in a bankruptcy. While the Penn Central had quality people in the personnel department to train employees, they did not have the people to administer training programs to ninety thousand employees. There were no funds to assist in training, and there were no funds to hire people from universities with engineering or business degrees to assist. There was just no money. From 1969 through 1973 we tried to deal with the training problem in house but did not have much success.

The training needs of the Penn Central did not vanish, however, so we looked to public education in 1973. We visited high schools, vocational technical schools, community colleges, two year associate degree colleges, and at those institutions which award bachelors and masters degrees.

While the high schools, vocational technical schools, and community colleges have fine programs and fine teachers, they do not offer courses concerned with the railroad industry. Examining the vocational technical schools we found that each may offer up to thirty-two modules of courses including some excellent programs in electronics, in carpentry, machine operation, and machine repair. None of these courses, however, even mentioned any possible application to the railroad industry. This was true in community colleges, universities, and technical institutes.

We were looking for courses that taught anything about railroads. We found one program at Northwestern University where they have a transportation center, but they devote most of their time to the requirements of highways. In a highway course at MIT, they do make mention of track geometry. At the end of the survey we concluded that the education community didn't know about us because we had not told them of our problem. In order to establish a line of communications, we approached the Chairman of the Board of Pennsylvania State University. We suggested that a professorship be created to develop rail electives in the various campuses of the university and in the business school.

It took four years to get that professorship. In September, 1977, Professor Reinschmidt from the University of Illinois began a program to introduce rail electives in Pennsylvania State University. We worked with Dr. Furber of the University of Delaware to create some railroading courses at that school. We went to Cheyney State College in Pennsylvania and assisted them in developing courses in their industrial technology program. We also became a part of a high school principal's advisory committee to try to initiate a few courses oriented to railroading. We found that in trying to accomplish these things we met many fine people outside of our world of railroading. If you stay with them and persevere, they will help you.

In addition to our working with the education community, we tried to induce government agencies to communicate with academia and with the railroad industry to initiate action to meet the challenge of training our railroad employees. We worked with the Pennsylvania Public Utility Commission, the Department of Transportation, and the local Congressmen. We attended the Congress of the United States and presented a program to them that would result in the installation of ten professorships in universities around the country as part of a rail bill. We failed but we tried.

We recognized the fact that we needed to develop material for these high schools, vocational schools, colleges, universities, and technical institutes to teach railroading. We also recognized that we needed funds to develop this material. The first place that we tried to raise funds was with the United States Rail Association but they had not set aside any money in the Conrail program for training. However, they did consent to provide some expense money to write a training program for Maintenance of Way. We created a training program for foremen, machine operators, welders, engineer work equipment, and so on. We were pleased with this project but we continued to look to some of the other ways of accomplishing training. We were fortunate to be invited by the Federal Railroad Administration to make a presentation at Woods Hole, Massachusetts, concerning the talent and research needs of the rail industry over the next fifteen years. As a result of the conference and meeting people like Ted Vass and Ray Hedberg, the thought occurred that what might help Penn Central would be a training center. We were invited by Ray Hedberg to visit his facility in McDonough, Georgia. We saw what a grand job they are doing to develop people on the Southern Railway and we then started to work.

Our first step was to find the government agency or an area of academia where we might get some assistance. Fortunately, we were working with Southern Alleghenies, a planning and economic commission for six counties in central Pennsylvania. They not only had available manpower training funds, they were also involved with an unemployment problem and needed industrial development projects. Alleviating both of these problems could be accomplished using government funds. We were asked to make a presentation of the railroad needs at the first fiscal budget meeting of the Commission. Following that we made a presentation at Bedford Springs, and a year later talked to their rail committee and to their manpower committee. We presented the needs of the railroad, and suggested to them that if a training center could be created in Altoona, two things would be accomplished. The Commission could enhance their economic situation by bringing trainees and educators into the area, and a facility would be constructed that would be very helpful to the rail industry.

At that first fiscal budget meeting, the rail committee decided to further investigate the manpower committee to support the program at Penn State. They thought that the idea of a training center was terrific, particularly from the standpoint of increased economic stability in the counties. We didn't hear any more about it for about nine months. However, the people from the Southern Allegheníes Commission investigated and talked to the shop people in Altoona. The shop people told them that they needed help for training. Their people are generally in their fifties. They projected that over the next ten years they are going to have to replace almost their entire work force. So we were invited back again in 1976 to their budget meeting. This time we made the presentation in such a manner that both committees totally accepted the concept. The members of the Southern Alleghenies Commission went all out to develop the project.

The Southern Alleghanies Commission asked for a needs analysis study to present to Appalachia to acquire funds in addition to their own funds. They were willing to investigate all available avenues and agencies of government. Their people went to Washington and to the state of Pennsylvania looking for assistance. They saw Senators and they saw Congressmen. We made presentations to Fred Rooney's subcommittee on transportation. We made presentations in Coleman's office. We worked with Danny Collins and Ted Vass in FRA and those two gentlemen were very helpful. They saw the need and they expressed approval of such a project. The Southern Alleghenies plan received the approval of Appalachia and the Commission was granted $800,000. They asked that a presentation of the Needs Analysis be made to the Pennsylvania Department of Education. The Needs Analysis was also presented to people at the U.S. Office of Education in Washington in the Department of Health, Education, and Welfare.

At this point the project is very well accepted by Conrail. However, there are a lot of details that need to be worked out to make the training center mature into a real thing.

Thank you.

MR. CAREY: Thank you, Dave.

Let me tell you a bit about the Southern Alleghenies Commission. We are an organization which has been in existence for about ten years. Our mission and responsibility is to handle and direct economic development as it relates to six counties in Pennsylvania. We are authorized by charter of the six counties to look at economic issues and problems which have no geographic boundaries as they relate to the counties, to identify opportunities and problems, and to work toward their solution.

It is a strange relationship that six counties can get together. We are totally controlled by the governmental officers of those counties. The ten years that we have been in business has proven that multi-county organizations can foster cooperation, that it is a desirable kind of relationship, and that it is workable.

County provincialism has broken down. Political factions and traditional jealousies are dismissed. We are able to come together in joint decision making. We have a priority making process, which Dave alluded to, that enables counties to accomplish collective enterprises which they cannot do singularly. This is parallel to some of the achievements of the maritime industry, concerns that have been accomplished collectively which cannot be accomplished alone.

Our program is designed to undertake the programs which we perceive are necessary to the region to provide the appropriate social and economic atmosphere to raise the standard of living of the region's residents. Ten years ago the county commissioners believed that if we were to achieve any kind of economic success and diversification, we would have to work in a number of areas at once. To accomplish this we have established the following primary goals:

- Development of transportation networks.
- Expansion and diversification of the industrial base.
- Maximize to its fullest utilization the human resources within the region.
- Maximize environmental improvements.
- Maximize investments in the public works to develop tourism and the recreation industry.

We have taken it upon ourselves to set priorities regarding programs and projects that will be implemented to reach these goals. In order to assure that the public sector plans are not being developed in a vacuum, and to insure that the plans can be translated into meaningful activities, the county commissioners saw fit to extend membership in the Southern Alleghenies and voting privileges to numerous individual agencies and organizations beyond the county government itself. So, we have developed this program and implemented it through a committee structure and a voting membership which includes over three hundred people including representatives from education, labor, banking, manufacturing, tourism, senior citizens, and agricultural, to name a few. By harnessing this type of broad base support, we are able to develop a fluid program that is dynamic in response to the needs of the citizens of the region. And it is not only within the region. This spirit of cooperation has gone outside to various federal and state agencies that we have become involved with. We believe that it is due to the unique relationship which we have. Ours is a development district, and we are an independent local organization working for those counties with strong grass roots support. A number of agencies look to us as a focal point to develop the coordination and allegiances which they need to accomplish their missions in local areas.

As we develop our plans to meet our regional needs and seize upon the potentials which are inherent in the region, we bear in mind that public finance and public resources are very limited and local resources are very limited. Therefore, we attempt to direct to the best of our ability the federal, state, and local resources in the most efficient and economical manner.

Fortunately, we have been able to provide some leadership within our six counties to bridge that gap between those counties and county organizations and the federal and state governments. Since we have been able to do this, we have been designated by the Governor of Pennsylvania as a local development district under the Appalachian Regional Development Act. We have been designated by the U.S. Secretary of Commerce as an economic development district under the Public Works and Economic Development Act. We are designated as a central clearinghouse for federal domestic assistance programs by the Office of Management and Budget. We also carry the designation of a CETA Prime Sponsor from the Department of Labor. In addition to these, the members of our commission serve on many statewide task force planning councils and advisory committees. We have been involved with human resource development since our inception. For this reason, the implementation of a regional rail training center was a rational and logical extension of some of the other activities which we have been involved with to date. We have been actively involved in the development of five area vocational technical schools. Previous to that and at the same time, we had a very active role in advising and coordinating numerous past manpower efforts including WIN, Neighborhood Youth Corps, Public Service Careers, National Alliance of Businessmen JOBS Programs, and most recently, the implementation of the CETA Program in the six counties. Each program and project, however, has involved various committees in the planning and implementation phases. We have used our member organizations for actual day to day operations of particular projects.

I would now like to introduce our Vice President, Commissioner Colson Jones of Blair County. Through his leadership and initiative we have been able to organize ourselves internally to get this project to where we are today.

For five years Commissioner Jones has served as Transportation Chairman. He has worked diligently with our membership and with local government and local labor, to attempt to meet the mutual needs of our region and the transportation industry as we see it.

MR. JONES: We are quite proud of our commission. Our commission has had a deep interest in the railroad industry for many years because the railroad industry is a major employer in our area.

The enactment of the Three-R legislation placed increased focus upon the railroad industry and heightened the relationship between our commission and the railroad industry. Throughout the planning of the organization, a working partnership was maintained among government, management, and labor in our region. As Conrail became a reality, its employment increased at the Samuel Rea Shops and the Altoona Locomotive Shops, which are located right in the heart of our area. Members of the commission including government, labor, and management believed that there was a regional need concerning the employability and productivity of railroad workers. In 1976, advisory committees of the Southern Allegheny Commission recommended a two-fold approach to the needs of the industry. The first approach was to enter into an on-the-job training contract with Conrail in our region. The second approach is what brings us here today. We felt that the industry's needs are of a magnitude never before experienced in our region. We began a partnership to define those needs and to explore a positive approach to meet those needs in terms of regionalization.

Our commission, operating through its manpower advisory council and its regional railroad committee, initiated a Needs Analysis and Study to determine the feasibility of meeting the industry's needs on a regional basis. I might note also that on the recommendations of those groups, the county commissioners from six counties put $26,000 into the pot to finance that study. And believe me, gentlemen, it is rare for eighteen county commissioners to be willing to spend money on a project outside of their regional boundary.

Following a three month effort, we were able to approach the Appalachian Regional Commission for federal financial assistance to fund regional facilities in which industry's demands might be met. Last June the President of Conrail pledged the corporations's resources towards these efforts. The approach taken by our commission and Conrail to design and implement this project was intensified. We believe we have an innovative approach and an effective working partnership, but I won't kid you. It was not a simple task for one of the nation's largest corporations and six small counties in Pennsylvania to hammer out an innovative approach to meet the training demands of a corporation. Fortunately, however, all the parties involved in this contract have approached it with enthusiasm, sincerity, and the desire for the project to reach fruition.

One of the objectives of this conference is to develop a dialogue leading to public support for railroad training. It has been that type of dialogue which has enabled us to continue to translate this regional training center concept into a meaningful operation. If there is a key to public support for railroad training, it is the understanding on the parts of both the public and private sectors of the common interests that are involved.

We believe that one of the best ways for us to insure employment opportunities in our region is by targeting our available dollars toward increasing the productivity of our work force. As an organization that is interested in directing public resources to achieve a maximum private sector response, our commission has been deliberately established to have the necessary flexibility to be capable of doing just that.

As Bob stated earlier, the Southern Alleghenies Commission's voting membership includes labor and management people in addition to government. Moreover, the commission has developed working relations with the federal and the state governments which permit all three public sector parties, federal, state, and local, to work together. It is this flexibility that allows us to contract with the industry as a CETA prime sponsor in order to secure federal construction dollars for this type of facility and utilize the services of our Altoona area vo-tech school. It will be up to them to operate the facility and to harness even further resources as are available through vocational technical education. The second asset lies in the understanding of Conrail and the willingness and enthusiasm of the Conrail people to work in partnership with us.

In conclusion let me say that public support to industry lies in an understanding of the common interests which exist between government and industry. Once this understanding has been reached, and I believe it has in this project, then I feel that we can achieve mutual benefits to both government and industry.

MR. CAREY: Thank you, Mr. Jones.

As we have mentioned many times, the Conrail Altoona Training Center is a joint venture. At this time I'd like to present Mr. Sam Seeman, our private sector partner, to tell us of Conrail's point of view, their interest in this project, and their reaction to it.

MR. SEEMAN: Thank you, Mr. Carey.

Early on, Bob Carey said that it was going to be difficult to explain exactly what is going on here with respect to the proposed rail training center at Altoona. He's right about that.

The Southern Alleghenies Planning and Development Commission, as he said, has furnished leadership. The Commission has also been the catalyst to put together and coordinate many things including federal money, some state money, and some Conrail money. We are discussing the construction and establishment in Altoona of a new and very specialized public vocational-technical school. The proposed training center will not come into existence without a substantial Conrail contribution, both in cash dollars and in the donation of the land on which the center will be constructed. If Conrail invests the cash and the land, Conrail must also make plans to use the center. In effect it means that Conrail will be making a commitment to spend many, many more dollars for training in a particular way at that centralized location than it currently spends.

Conrail's point of view about the center can really be best seen in light of several factors of circumstance. One factor is the issue that I've already mentioned, making the investment of money and land. A second factor is the commitment of the corporation to the kind of training that would require the use of the center. A third one is Conrail's special situation which is, that it is the product of several bankrupt railroads. Their financial condition had forced them to try to get by with minimal employee training in the past and with a shrinking work force. In the fourth place, Conrail has special need for both short and long term rehabilitation of its fixed physical plant and of its rolling stock, locomotives and cars. A fifth factor is the one that Colson Jones mentioned; that is, Conrail has a work force of more than five thousand people in the Altoona area. Finally, at least one of our merged railroads has had a long history of interdependence between the railroad and the Altoona community.

The opportunity for achieving this center has forced Conrail into making a sound hard-boiled business decision. In order to make that decision, Conrail has to consider several areas of concern. One of those concerns is the relation of the center to our task of meeting both short and long term training needs. For example, the money that is available determines the size of the center. Will the center be big enough or will it be too big to efficiently assist in the training that would be done in Altoona? A second concern that has to be taken into account are the costs of using the center in relation to the economic benefits that would be derived from using the center. For example, it costs money to take trainees from Newark, New Jersey, or Chicago, Illinois, to train them at Altoona, money which would not be spent if they were trained in Newark or Chicago. A third concern that needs to be evaluated is the company's relationship to the legitimate aspirations of the community of Altoona, of Blair County, and of the five other counties for their economic growth and development.

In order to reach that business decision, we have taken a number of specific steps. The first step was to gauge both our short term and our long term training needs. We have evaluated these needs in quantitative terms and within time frames to determine the steps we must take in order to train people to achieve the levels of productivity that we need. Having defined the training needs, our second step has been to define the character of the training necessary to meet those needs.

Our third step has been to sort out the kind of training that can best be done at a central location. For example, training that requires special facilities, special equipment, or that requires consistent, careful, controlled instruction requires a central training facility. Further, the kind of training that is of sufficient duration will justify the expense of travel, lodging, and meals of trainees going from their home location to Altoona.

We have also taken into account that a large concentration of our maintenance of equipment employees, nearly twenty-five percent of them, are already in Altoona and will continue to stay there. Our maintenance of equipment facility is in the Altoona area. The equipment is already in place and usable for the training we might do there.

We reached an early decision because of the limited size of the center, among other reasons. We decided that the character of our training needs is such that we would limit the use of the training center, if it is to be built, to the training of maintenance of equipment employees. We already have a training center for communications and signal employees at Columbus, Ohio. And through experience we have found that many of the kinds of training that we have to do can very well be done in a decentralized fashion. Finally, we did an analysis of what it will cost to do the training that is best suited to be done at Altoona, and compared it with the cost of doing the training elsewhere.

None of us would be here talking about the Altoona training center if we thought it was a bad idea. Conrail thinks it can be used to do a superior training job for the training that is suited to a centralized location. We think the training can be done there at less cost than we can do it elsewhere.

A final decision has not yet been made. There are at least four different public agencies at the federal, state, and local level involved. Conrail is a very special kind of corporation in many ways. It is peculiarly subject to regulatory constraints and to public scrutiny. This makes it very necessary for all of us who have been involved in the development of the center to be meticulous, careful, and responsive to those who wish to know what we are doing as we progress towards the center. We are working on what we hope are the final arrangements right now. Conrail wants to see it built and Conrail expects to be able to use it. We are looking forward to solving the problems that still remain.

In closing I wish to comment on one issue that relates to many of the ideas that have been aired at this conference. Both Bob Carey and Colson Jones have mentioned that we have had CETA contracts with Southern Alleghenies for on-the-job training of employees at the heavy repair shops at Altoona. The existence of the center would make it easier to achieve CETA/industry interface. The Altoona center can be an additional tool which will enable us to take advantage of the available public resources.

Thank you.

MR. Carey: While it seems as though it is taking a long time to achieve the Altoona training center, it has taken us a long time to get where we are. Anything that is new and innovative takes a lot of effort. We were not familiar with railroads and the railroads were not familiar with us. As evidenced by this meeting, the railroads probably have not had much contact with the public sector. It has been a long hard road for us to travel to put this in place.

We are an Appalachian district, one of seven in Pennsylvania, and Pennsylvania is one of thirteen Appalachian states. The Appalachian Regional Commission was designed to give those Appalachian areas some special advantages because of their historical disadvantaged positions and poor economies. With the railroads appearing to emerge again in our area, we developed a plan and submitted a proposal to the Appalachian Commission for funding of a training facility.

As Sam mentioned, we do have some training going on in Altoona, but the facilities which we have are not adequate to meet the training needs indicated by long term projections. We have looked at a few models of centralized training facilities for rail and for other industries. We had a study done to describe the kind of facilities we would need, but we were really starting from square one.

We did get a commitment from the Appalachian Regional Commission of $800,000 which will be added to the commitment from Conrail.

We originally anticipated that Conrail could devote its architectural resources to design a building. However, in subsequent meetings with representatives of the Appalachian Regional Commission, that idea was vetoed. The Appalachian Commission is a thirteen state consortium which has relationships with the Office of Education of the Department of Health, Education, and Welfare. HEW actually writes the grants for the Appalachian Commission so there is a kind of interaction involved. One basic requirement for HEW involvement is the need for a public agency to own and operate the facility it finances. Further, the facility has to be under the control of a local public agency. As I mentioned before, at that time, we as a commission were prepared to undertake that kind of activity, if necessary. Generally, however, it is not our mode of operation.

We used the existing agencies and facilities which we have in the area to accomplish new things. As it happened, as the responsibilities were thrust upon us, we did have resources readily available. In fact, the most available resource we assisted in developing many years ago was the Altoona Area Vo-Tech School. Interestingly enough, the involvement of the vo-tech school has, in fact, opened the door to another pool of resources, that is, regular state appropriations.

I would now like to introduce you to Dan Clark who is the Director of the Altoona Area Vocational Technical School.

MR. Clark: Thank you, Bob. It is certainly my pleasure to be here.

I'm here because of our interest in a training center. Vocational education is nothing new in Altoona. Back in the good old days, the Pennsylvania Railroad supported Altoona and supported the school system. We had manual arts training, industrial arts training, and vocational education long before the Smith-Hughs Act and some of the others were enacted, simply because of the interest of the old Pennsylvania Railroad.

As time past, however, many things transpired. You were recently brought up-to-date on some of the deliberations of the past seven years and the vision of a training center in Altoona. The vo-tech school was the result of efforts of the community, the federal government, the state government, and the local government. While it is called the Altoona Vo-Tech, it serves ten different school districts in three different counties. That kind of service is quite unusual, especially in Pennsylvania, and we are proud of that. We have about 2,550 high school students enrolled. We have approximately 900 full time students and over 2,000 part-time adults enrolled. We have programs directly related to various industries in the area and we are proud of that.

As it was mentioned earlier, there are a few things that we believe we have to offer. We have been in the business a long time. We have expertise and background in curriculum development, in educational development, and in career planning. In addition to human resources, we believe we are in a good position to secure grants and other financial resources. Further, our board has made the commitment and they will get involved. They will use their resources, both federal monies as well as state monies. The Vocational Education Bureau and its staff are totally supportive of the project and have pledged whatever resources it takes to bring this project to fruition. While our local government representatives have no local monies to provide financial support, they are totally behind the project and have taken appropriate action to show their support. We also have had support from our craft committees. We have forty-two different offerings in our vocational technical program and each offering has its own craft committee. We have the support of our general advisory committee as well as representatives of labor, management, mid-management, entreprenuers, and independent businessmen. We believe that the whole community is in a spirit to look to the need and address it. The training program will benefit the railroad and certainly the community.

The Conrail planners and those in charge of training have spent a lot of time examining and assessing their needs. We are trying to take the idea and refine it into the perfect training center constructed within the constraints of the total dollars available.

Some of our speakers have suggested that the cost benefits of training are somewhat intangible, but they are there and you have to address it. The unified training of railroad employees is essential. The existence of the strong diversity in the railroad is needed. Railroads are not all alike but their need for training is undeniable. These things have been said at this conference, have been said across Pennsylvania and in Washington. We now have the opportunity to acknowledge the validity of these statements and to accept the need for training skilled workers, for upgrading workers, and for entry level development of new workers. I think that the one thing that is desperately needed in the railroad industry is an assessment of what the future emerging occupations are going to be.

I am very optimistic about this program and look forward to working with various branches of government, various branches of the transportation industry, and the rail related industries.

Thank you.

MR. CAREY: I think we have given you an idea of some of the things in which we have been involved over a long period of time. We are not at the end of the road yet, but we are getting very close. I think you begin to see the difficulties involved in putting a program of this magnitude and complex nature together. The real challenge has been identifying the number of diverse categorical resources which have to be brought together and coordinated in order to accomplish the Altoona Training Center and to identify sources of operational support from public agencies to meet the current and future needs of Conrail and the industry. Hopefully, this institution will be able to accept resources from any number of agencies. The private sector is involved and we have got every public agency we have been able to find involved in this somehow.

We now open the panel to answer questions from the floor.

QUESTION/ANSWER PERIOD

MR. BLAHA: I'd like to address the question to Mr. Seeman and Mr. Clark. Regarding the vocational program that is planned for Altoona, does Conrail see that as a public institution, accepting applications from the general public, with graduates being free agents to apply to any railroad when they complete their course?

MR. SEEMAN: Conrail will obligate itself to nearly full use of the center based on the agreement that it will meet the overhead cost of the operation of the center. We envision that the programs that will be conducted there will be for Conrail employees for the most part. Some of the programs will be conducted by Conrail training staff and some of them will be conducted by vo-tech staff. At this time we do not contemplate that there will be any courses open to the general public. However, that is not a closed issue. Nor do we expect to prohibit the use of the center for other industry training programs or for vo-tech programs that may be offered there. Those programs will bring in revenues which reduce the level of Conrail's expenses.

MR. CLARK: Prime time training is certainly one item that we are concerned with and Conrail's needs indicate that we will require the prime time of the training facility for an extended period. If Conrail has no immediate needs, we would then be able to make it available to other industries or to the public sector. Now, if you remember, I indicated that the number of people that we will be servicing at the skill center will alleviate some of the crowded conditions of the vo-tech facility because all the rail related training would be moved to the skill center.

MR. BLAHA: I believe the Southern had done that a number of years ago in the Atlanta area before they became involved with their current training system. I have never seen any problem with setting up a program in a private school, asking them to do something very specific for us. We move very cautiously in our involvement with a public institution and I wonder why there is such a difference in this case. Isn't the institution going to be large enough to serve the public at large? What is the problem?

MR. SEEMAN: I think that some of the problems you are concerned about are not clear to us. Perhaps you might be a little more specific about them. As I said, though, because of the available funds the institution is going to be fairly limited in size. We plan to use it to train about seventeen hundred people a year. We do not anticipate any difficulty in conducting the kind of training that is necessary for Conrail employees in that center either from ourselves using the center, or from the vo-tech. And past experience has given us no reasons to anticipate any problems of that kind, if that is the kind of problem that you are talking about.

MR. BLAHA: It is a matter of public funds versus private funds. I personally did not see any problems at all with the Western Nebraska School operating their school with an open door policy, available to all who apply. And the graduates of the school are free agents to apply to whatever railroad or car company they please. It is public schooling and I think the school and the program are getting started successfully along those lines. When a vocational school finally puts in a railroad program, I don't see why it has to be a closed-door program.

MR. SEEMAN: Bear in mind something that may be unique about this particular situation. The training that Conrail employees will receive in that public institution will be paid for in full by Conrail, which will be operating that public institution. I think that is a little bit different than the kind of experience that you may be talking about.

MR. CLARK: Mr. Blaha, you indicated that in a private school you had no problems but in a public school you did?

MR. BLAHA: No, I had no problems in the public sector. But I now have the answer to my question. You are loading the school to capacity with this one program, similar to when we hold welding school. That clears it up in my mind.

Thank you.

MR. CLARK: I just wish to add that on several occasions throughout the year we have put on special programs for special industries and we have resources to do this. The public school code of Pennsylvania has two sections which allocates to us state money for this purpose. This in turn decreases the actual cost of training to the company or to the individual, whoever is paying for the course.

MR. PEGRIN: The original concept was a multi-discipline training center, multi-discipline meaning the major operating departments: maintenance of way, transportation, and maintenance of equipment. I am sure once this basic school gets started it will have the capability, through vo-tech and Conrail, to expand into such at a later date. At the moment there is a great need to train transportation people -- yard masters, yard clerks, trainmen, enginemen on Conrail and on other railroads in the same area. However, that is in the future. We have got to start slow to develop something like this, very similar to what the Southern did.

MR. CAREY: Thank you, panel. And thank you, members of the audience.

FACT SHEET: Boston and Maine Railroad agreement with CETA/Local Prime Sponsor

An article reprinted from CETA READER, published by The Commonwealth of Massachusetts, Vol 1, No. 2. December 1977.

Railroad OJT Program Is
Unqualified Success

The Lowell Consortium's longest-standing example of its OJT program is the Boston and Maine Railroad. Although the CETA program officially dates back three years, the B & M in Billerica has been working with the manpower administration in Lowell since 1970. Up to now, over 200 people have been placed throughout the state at various B & M work sites.

What makes the B & M project attractive is high entry-level salaries and exceptional benefits, Peter Pappas, DES job developer, notes. Trackmen and apprentice locomotive mechanics start at $7 per hour, and all fringe benefits are company paid. CETA participants are allowed to join the union immediately. As a result of the higher-than-average salaries and benefits, there is very little turnover or few dropouts from the project.

"Many of the people we place with B & M have prior mechanical and electrical experience, and have been displaced from specialized jobs. Adapting to railroad repair is an easy transition for them," comments Pappas.

Newton P. Wesley, director of personnel administration for the B & M, looks forward to the revival of railroads as viable transportation in this region. He feels the railroad market has bottomed out and is again on the upsurge.

Minorities and women are actively recruited for the OJT program; there are now two women training as trackmen and two training for locomotive engine repair at the Billerica site. Other jobs available include welding, spray painting, plumbing and clerical positions. Overall, there are 50 CETA trainees currently under contract.

The Boston and Maine has 3,200 employees throughout the state, and a CETA participant is not limited exclusively to a local work site. He can work anywhere within the system if he is willing to relocate. This gives the Lowell Consortium more flexibility in placing applicants.

Although B & M gets most of its CETA applicants from the Lowell area, it also has contracts with the Hopedale, Greenfield and Somerville Subgrantees, and with the Cambridge Prime Sponsor.

FACT SHEET: Long Island Railroad Agreement with CETA/Local Prime Sponsor

For informational purposes a document is attached which is an accounting practice instruction. This is an internal document of the Long Island Railroad used to assure that the railroad accounting practices comply with the accounting procedures required under CETA contracts. Attached to this is an exhibit which illustrates a typical contract between the Long Island Railroad and the Nassau County Office of Employment and Training.

The program at the Long Island Railroad has been one of the Nation's most successful training programs involving private industry and CETA local prime sponsors. To illustrate, the following facts are presented.

1. During the past three years, local prime sponsors have placed over 600 employees with the railroad company.
2. The wage at which each of these placements was made was close to $12,000 per year during the first year, with an automatic increase to approximately $14,000 per year the second year. This represents an extremely high wage scale for personnel placed through CETA training programs.
3. The Long Island Railroad has experienced a 94% retention rate with personnel who have come through the CETA program. This is a much better retention rate than the company has experienced under previous employing practices.

The illustration used in the attached accounting procedure is an agreement between the Long Island Railroad and the local prime sponsor in Nassau County. Since the railroad does cover a geographic area which encompasses other prime sponsors, the railroad has negotiated an agreement whereby they receive CETA funding from the Governor's Discretionary Fund, administered by the New York State Industrial Commission.

The success of the Long Island Railroad/CETA interface may appear to be unique because the geographic concentration of the railroad within a relatively small area does not involve employment of personnel which reside in many different prime sponsor areas. Further, the railroad administrative procedures may be simplified because they work with only a few local prime sponsors. However, there are provisions under CETA which could be applied by the railroads that cover larger geographic areas. It is possible for a contract with a single prime sponsor to be negotiated which in turn forms a consortium with other prime sponsors.

One factor that does create a problem in connection with any CETA contract is the fact that there are certain job placement guarantees that are attendant with the acceptance of training monies. The Long Island Railroad does have a system of producing personnel replacement tables by factoring in considerations such as retirements and normal turn-over. The railroad is able to make the commitments needed to provide job placement assurances to CETA. The railroad calls attention to the fact that this system works well enough that during the three-year period when 600 new employees were placed through CETA, they experienced a small decline in the total number of employees.

The general feeling on the part of the management at the Long Island Railroad is that CETA programs do not impose any undo burdens upon them. They feel that most of the procedures that are needed to comply with CETA requirements are nothing more than good business management practices.

FACT SHEET: STIP Contract with the Boston and Maine Railroad

In October, 1977, the Department of Labor made 250 million dollars of CETA Title III money available for the Skill Training Improvement Program (STIP). The following is a description of the program reprinted from CETA READER, published by the Commonwealth of Massachusetts. The attachment is a copy of the contract between the Lowell, Massachusetts prime sponsor and the Boston and Maine Railroad. To our knowledge, this is one of the first STIP contracts involving training within the railroad industry.

DOL Announces Prime Sponsor STIP Awards

Enticing the private sector to get involved in the public service training programs has long been an objective of CETA and Manpower administrators. The Skill Training Improvement Program (STIP) was created to bring private industry and CETA together to prepare trainees for better-paying occupations that require a high level of skills.

Raymond Poet, STIP coordinator for the Department of Labor, recently announced awards for Massachusetts Prime Sponsors.

The new programs are expected to get underway immediately. Only designated CETA fiscal year 1978 Title I Prime Sponsors were eligible.

Set up from discretionary funding under Title III, STIP's goal is to offer training beyond the basic skills that are funded under Title I. By implicating private firms in both the design of the course and the operation of the training program, the consortium allows the participant to improve his skill level while in direct contact with a potential employer.

The objectives of STIP are also to provide new skills to technologically displaced workers or those with obsolete skills, and to meet current industrial needs for specific skills.

Jobs which are acceptable to STIP are those which require at least six months' training and are in demand in the labor market on a broad basis. Training is not to exceed 15 months and can be a combination of classroom and On-The-Job Training (OJT), with the emphasis on classroom experience.

Training can be made available directly by industry with instructors who are employees, or through other agencies. If an outside agency conducts the training, the course must be approved by prospective employers.

CETA/LOCAL PRIME SPONSORS

Panel Members: Mr. Richard Quinn
Nassau County
New York

Mr. James J. Miller
Director, Personnel Relations
Long Island Railroad Company

Mr. Mario Alfano
CETA Administrator
Lowell, Mass. CETA Consortium

Mr. Newton Wesley
Personnel Director
Boston and Maine Railroad

Dr. Robert Peterson
Chief Personnel Officer
Long Island Railroad Company

Mr. Joseph W. Walsh
Vice President
Brotherhood of Railroad Signalmen

MR. COLLINS: The last panel today concerns how the railroad industry can possibly work with CETA/Local Prime Sponsors. While we were developing this program, we were happy to learn that several railroads had already begun working with these local prime sponsors to set up programs. This panel reflects these accomplishments. Some of the railroads that are involved in CETA/Local Prime Sponsor programs are here. Richard Quinn, our moderator, helped establish some local prime sponsor relationships with railroads when he was with Nassau County in New York. Richard Quinn is now with the Board of Education for the City of New York.

MR. QUINN: Good afternoon, ladies and gentlemen.

Please let me introduce the members of our panel in the order in which they are seated from left to right. Mr. James Miller, Personnel Director, Long Island Railroad Company. Mr. Mario Alfano, the Executive Director for the CETA Prime Sponsor, Lowell, Massachusetts. Mr. Newton Wesley, Personnel Director of the Boston & Maine Railroad. Mr. Robert Peterson, Chief Personnel Officer, Long Island Railroad. And a representative that we have from the Railway Labor Executives Association is Mr. Joseph Walsh, Vice President, Brotherhood of the Railroad Signalmen.

We have represented here two railroads and two prime sponsors. This afternoon we would like to present to you two programs that are successful within two railroads, the Long Island Railroad and the Boston & Maine Railroad, that have successfully dealt with prime sponsors.

At the time that I was the Prime Sponsor of Nassau County, I welcomed the representatives of the Long Island Railroad coming to me and saying that they needed people. They did it in such a manner that I could give them what they wanted -- the funds to support their program. Now, how did they accomplish this?

The Long Island Railroad management determined what their particular employment needs would be over an extended period of time. They presented to me their forecasted needs for the following eighteen months by skill and by cost per period for a few specific training programs. When I compared their figures to what other business entities were coming to me with, I was overwhelmed and overjoyed. Originally I saw the opportunity to employ a hundred people. Then it went to two hundred. Now, over six hundred CETA people are employed by the Long Island Railroad. And these are not low paying jobs either. These are jobs that average in salary $12,000 a year. I imagine that you have needs to fill these same kinds of jobs. Compare this to other business entities who have come to me with basic low paying entry level jobs that were of short duration. As the fund expired, the jobs expired and those employed for training and retention returned, once more, to the ranks of the unemployed. The Long Island Railroad program to me, as a Prime Sponsor, was a gold mine. It was a means to achieve success for Nassau County, for the CETA program, and for the purpose for which the CETA law was initially passed.

Each representative here from the railroads and from private industry should consider this approach. Go to a prime sponsor with a program that is going to hire a specific number of people after training to perform identifiable job skills. Have with you the costs that will be involved. A prime sponsor under those conditions can't really afford to say no. If you can explain what your needs are and how you intend to achieve success in your employment programs, I am sure that you will find prime sponsors who are willing to offer the funds to support your programs.

Here on the panel is Mr. Mario Alfano, the current Executive Director of the CETA Program in Lowell, Massachusetts. As an incumbant, Mario experiences on a day to day basis the internal problems of the administration of a CETA Program. The external problems of the program I say are the problems of the industry, in general. To give you a view of the other side of the picture, I would like to introduce Mario, who will explain some of the problems that the prime sponsor has to deal with in order to fund programs that you can design.

MR. ALFANO: This morning Emery Biro said that there were some 480 prime sponsors throughout the United States. That means that the prime sponsors are the people who receive most of the Department of Labor's employment and training money. There are plenty of dollars available and it seems as if the trend is to allocate more money into CETA in the future.

I think that your objective should be how to get some of those dollars. The most effective way, as far as I am concerned, is to go to the prime sponsors and discuss how you can employ people. I don't think it is particularly fruitful to look into every training funding program that comes out of Washington. By the time you find out what a particular program is all about, someone else has gotten the funding. You have to know about funding programs early and the way to know early is to go to your prime sponsor, tell him what you have, tell him what you need, ask him to come up with the program. It does not have to be the HIRE program or the OJT program. It can be a combination of several programs. A good prime sponsor can use one program to be seed money for the other program. Your ultimate objective is to train people and to employ people. And most of the railroads in their particular areas are probably the most significant employers in the area. Get to your prime sponsor, attend some of his planning counsel meetings. Get your needs on paper, give them to a prime sponsor. He has to do something with them.

Newton Wesley, the Personnel Manager of the Boston & Maine Railroad and I have been communicating with each other for the past several years. We have had over two hundred participants in OJT programs with the Boston & Maine, so when the STIP program began I already knew the need that Newt had for railroad equipment mechanics. He had a need but he had no training program. When I got the information on the STIP program, I called him and said that I had a contract that he couldn't refuse. Newton has attended some of our meetings and worked with us.

The single most important message I wish to stress is to go to the manpower planning group, and ask them to explain the various funding programs and the procedures required to access the programs. That is the way I operate and I think that many other prime sponsors do also. If you read the regulations about the HIRE program, the STIP program, the OJT program they will tend to frighten you.

MR. WESLEY: I think something you will hear more as the afternoon goes on is how wonderful the CETA programs are. The programs are good from management's standpoint because we get the opportunity to get training money. The programs are good for the prime sponsor because we are putting disadvantaged people to work. The programs are good from the union's standpoint because we are putting on more jobs than we would have normally because of the initiation of a definite financial project. As a result, there are more union members on our property who are better qualified because of those training programs.

I am going to talk to you briefly about the STIP Program. STIP stands for Skilled Training Improvement Program. On the Boston & Maine we have some definite problems that are unique to our industry. Many of our qualified mechanics in the shop are leaving. One of the main reasons is that under the new thirty/sixty law, people who have thirty years of service on the railroad and are sixty years of age can take full railroad retirement benefits. It seems that more and more employees are taking advantage of this. The people we are losing are very good, well-trained mechanics of different kinds and they are very hard to replace.

In the past we have relied heavily on OJT programs. About ninety percent of all of our new hires have come to us either through a CETA or a WIN program. We plan to continue to make good use of OJT because it has been very helpful to us. But we also are going to become involved in the STIP program beginning in February 1978. Similar to our CETA contracts, STIP has been a very easy contract to put together. We took the details to the prime sponsor who wrote it out in contract form and brought it back to us in rough draft. We went over it, made some minor changes, and came up with terms that are acceptable to both Boston and Maine and the prime sponsor. Actually, the prime sponsor did most of the work for us. Our CETA contracts are very simple as are our WIN contracts. We don't have to spend a lot of time administering these programs. The STIP contract, although it is a little bit voluminous with a lot of detail, contains little that we have to negotiate. So it was not that difficult to put together.

The people that we plan to put into the STIP program will be people recruited from an area the prime sponsor designates. We have to meet federal guidelines. They have to be people from different towns that are in the jurisdiction of the prime sponsor. The people will be selected by three different groups. First they will be selected by the CETA administration and a CETA oversight committee. Second, a STIP oversight committee will interview these people. Finally, the Boston & Maine in conjunction with our union will interview these people, give them physical examinations, and determine whether or not they have the ability to accept the training and become mechanics or electricians in our shops.

Unlike Mr. Blaha from Burlington Northern, we get too many motorcycle mechanics looking for jobs. We could, perhaps, accept a few of these applicants and train them in on-the-job training programs. However, we foresee a lot of vacancies in the next few years, which means we have to come up with formal training programs. Our primary reason for accessing the STIP program is so we can put people in the formal classroom situation.

Most of the training program expenses are paid for through the contract itself. We will furnish the classroom facility. The STIP program will pay for putting the curriculum together. It will also pay for the tools that are used, the different textbooks, and, if the trainees don't have transportation of their own, it will be provided from a central point to the classroom area. Transportation also will be provided for field trips of different kinds. We think it will be quite an inclusive program.

The hiring standards of the railroad will not be lowered. We are simply hiring people who have less skills and then training them to attain the skill level at which they can become Boston & Maine employees.

The program will involve two groups of eighteen people who will be in classroom training for six months. After that, OJT training will be conducted for six weeks. At the conclusion of classroom training we will select those people who are qualified to become employees of ours. We are required by the STIP contract to hire at least eighty percent of the successful trainees. We think that we will be able to hire nearer a hundred percent.

There are some federal guidelines which we must meet. For example, we are going to have to hire seven females out of the thirty-six STIP trainees. And we anticipate that more than seven will be minorities. Those numbers are dependent, of course, on the applicants sent to us by the skill centers and the State Employment offices.

That's about all I have to tell you in brief terms about the contract. I don't want to bore you with any of the more minute details, because you do have a copy of the STIP program in your folder. At the conclusion of the panel presentations I will be happy to answer your questions.

MR. QUINN: Mr. Jim Miller, as the Personnel Director and representative of the Long Island Railroad, dealt primarily with the Nassau County CETA office. He came to us with a program design and asked whether or not we could match this design with a CETA program beneficial to both the railroad and the prime sponsor. A mutual relationship has developed. It was not always happy but we have managed to develop a record of success. We have overcome the obstacles that were presented and developed the program as it stands today. I would like Jim to explain some of the encounters that we have had and the successes that we have experienced.

MR. MILLER: You heard Mario Alfano mention that there are a great many regulations connected with CETA. Well, there certainly are. The fine print in the Federal Register explaining it would take you days to get through.

We have often been asked why do we bother dealing with Title I with all this trouble. The answer to that is quite similar to what Willy Sutton said when they asked him why he robbed banks. He said that's where the money is. And that's precisely why we do it. The money is in Title I. We are into our third fiscal year of CETA contracts under Title I. We have never had anything but Title I contracts and we have had twelve contracts altogether. The total cash value of those contracts is $3,265,529 and some change. Those contracts have covered approximately 830 jobs in various categories including: trainman, engineering trainee, electricians, laborers, and a category unique to passenger service, coach cleaners. A few more statistics might help to explain what we are doing. We deal with three prime sponsors, two different counties that are prime sponsors plus the balance of the state. The retention rate of our CETA hires has been 95%. Of the approximately 600 we have employed to date, 31.5% are minorities, and 27.1% have been veterans. The target groups in Title I we have hired from have been the unemployed, the underemployed, and the disadvantaged, and we have hired in all three categories.

From our experience, there are certain disadvantages in dealing with CETA Title I. In the first place, there is more administrative effort required under Title I than there is under a program such as HIRE. You probably saw in the conference registration package our accounting procedures. But please bear in mind they are prepared by accountants and they like to have a lot of detail -- understandably so. We require more payroll related reporting, but this can be done very readily within our computerized payroll system, which I'm sure most railroad companies have.

Secondly, there are undoubtably more government units to deal with. Prime Sponsors can be any government unit, a political subdivision with a population of 100,000 or more, or a consortium comprised of several of those units, as long as one of them is over 100,000. Each of these units, of course, has its own priorities, its own local conditions, and its own needs that it is trying to fill. But that can be a positive factor in negotiating. In going from one prime sponsor to another we have finessed them to increase their financial assistance.

Finally, there is a longer, more involved start-up process; but, again, with some advance planning, it is not an insurmountable barrier to overcome.

Among the many advantages of CETA Title I there is a great deal of program flexibility in the contract provisions. To illustrate, a copy of one of our typical contracts was distributed. Also, most of the contract items are negotiable within much broader program limits. Further, there is a greater contract flexibility in the hiring schedules. That means that the companies can work on the basis of shorter forecast periods. We sometimes work on a three to six month period, depending upon projects that may be coming up, contract negotiations that may affect retirements, or other factors that may affect the ebb and flow of the work force.

We feel there is a greater flexibility in the application of funds. I believe that the Title I budget is 1.88 billion dollars as compared to about $140,000,000 in the HIRE program. There is more money to go around and a broader population of people to draw from under Title I.

Another important benefit gained in dealing with Title I is the opportunity to deal with these local prime sponsor units. You are going into communities, you are providing the service of transportation, and you are interested in hiring people from the community. The dollars the local prime sponsors invest in the company through CETA Title I are returned to them in payroll dollars to the community. It is a big positive factor. We calculated not long ago that the Long Island Railroad returned somewhere near $7,000,000 to Nassau County in the form of employee payroll for its investment of $2,000,000 in CETA funds. I think that's the significant success of the CETA Title I program.

One of the major positive aspects of Title I is that there is great flexibility in determining the number of training hours for each occupation. That issue has been the basis of our negotiations with the prime sponsors. They don't have a chart of training hours for each craft that is hard and fast. And the number of training hours determines the number of Title I dollars that you are going to receive for any particular job category.

I would be more than happy to answer any questions concerning our experience with Title I.

MR. QUINN: I would now like to introduce you to Joe Walsh, from the Brotherhood of Railway Signalmen.

MR. WALSH: I'd like to tell you a little bit about our organization, the Brotherhood of Railroad Signalmen, and how we are involved in training.

About seven years ago we took a survey of our membership. In that survey the membership felt that they needed more money, and they needed better training. The members reported that the existing four year "On-the-Job Apprentice Training Program" no longer suited the needs of our craft. They asked that in future negotiations with the railroad industry we try to negotiate for more training and for better training for the members of our organization. The Officers of our organization felt so strongly about this problem that we included the request for training in our National Notice that was served on the National Railway Labor Conference, the industry's bargaining group.

In our national negotiations we were successful in presenting our position on training to the National Rail Labor Council committee. However, they gave us an agreement that required only the development of guidelines for a training program. From that point each of our Grand Lodge Officers set out to negotiate training programs with the individual carriers they were assigned to service.

Our organization had negotiated a training program with the Canadian National Railway that we considered to be the ultimate. This program was used as the basis for our negotiations and the model for the ideal classroom instruction portion of any program. The CN management cooperated by supplying any railroad in the United States with copies of their training manuals. Yet is wasn't until April 1, 1976 that we began to see a little light at the end of the tunnel in the Northeast. Conrail came into existence and negotiated with us the required agreement that would establish training facilities that we feel are second to none.

Our organization has agreements that have established excellent training facilities at just about every major railroad in the United States and Canada. I am extremely proud of the Conrail training facilities we have in Columbus, Ohio.

In May of last year Amtrak finally received authority to take over the operation of the Northeast Corridor. The operation of the Northeast Corridor required the transfer of Signal & Communication employees from Conrail to Amtrak. In our negotiations we were only able to have Conrail agree to transfer 295 Signalmen to Amtrak. Conrail management insisted they could not leave themselves short of skilled craft signal employees in this area. When we agreed to transfer 295 Signalmen from Conrail to Amtrak we knew this was not enough people to even maintain the property they were assigned. When upgrading of facilities and construction in the Corridor began, Amtrak would need many more fully trained Signalmen.

We recognized there would be a shortage of skilled signal employees when the United States Railway Association in the Final System Plan noted there were 2,000 Signalmen employed by the bankrupt railroads in the Northeast. They estimated a need for 3,000 trained Signalmen. At the present time our organization represents approximately 2,700 Communication & Signal employees on Conrail and 650 Communication & Signal employees on Amtrak. The biggest part of these employees need training.

As a result of our training needs we approached the Federal Railroad Administration through General Sawyer who was in charge of the Northeast Corridor property and offered to lend our thoughts, support, and experience regarding any training programs they may be thinking of. We went to General Sawyer, Secretary of Transportation Coleman, and anyone else who would listen and pointed out to them the need for immediate funding of a training program for Amtrak Communication & Signal employees. We noted that Congress had appropriated 1.9 billion dollars of federal funds to upgrade the Northeast Corridor. These federal funds are allocated and scheduled to be spent by 1981 to upgrade the track and right-of-way between Washington, D.C. and Boston. In fact, the Act requires completion of the work by that date. We knew Amtrak was not going to be able to accomplish this work with only 295 Signalmen who had some training and the balance of the force who had not had any training at all. We requested that a temporary training program be established and funded while we worked to establish a good permanent program.

We think we are on the right track with Conrail and we hope to establish a good program with proper classroom facilities on Amtrak in the near future. We feel most of our problems will be resolved in the Northeast as soon as our members begin graduating from the classroom portion of the program. Most of our training agreements require classroom instruction for a two-week period every six months, then on-the-job training for the balance of the six months. A test is given at the end of each period before the employee advances into the next portion of the program. The entire program consists of four six month portions before the employee is considered a qualified craftsman. This is a vast improvement over our apprentice training programs that were all four year programs.

The Officers of our organization feel that our membership and the railroad industry cannot accomplish what is needed in the immediate future; that is, the installation of modernized signal systems, new and improved classification yards, and the upgrading of existing signal apparatus, without well-trained, skilled signal employees.

Congressman Bud Shuster addressed an FRA Training Committee and proposed a regional training academy for railroad employees. We look forward to the possibility of having such facilities available to the employees of small railroads that are not able to have training facilities, yet require skilled craft employees. We even agree with Congressman Shuster on his proposal to locate such facilities in the Altoona area if Congress sees fit to fund such a program. We feel the regional training center concept is something to be given consideration and to be explored in the future.

Our organization believes in supporting almost any program that will eventually give us the training that we feel our members need and want. However, we have had some bad experiences and are concerned regarding the proper implemention of the CETA program and most of all regarding our interpretation of Section 208 of that Act.

Some carriers are not paying the prevailing wage rate to the enrollees in their training programs as required in Section 208 of the CETA Act. We think that some of the railroads have not lived up to the requirements of existing agreements they have with our organization.

We interpret Section 208 of the CETA Act to require the Secretary of Labor to notify the labor organization that has an agreement with an individual railroad when an application is filed with a local prime sponsor. Such notification is intended to afford the labor organization a reasonable period of time prior to the submission of an application in which to make comments. We find this is not being done by most railroad managements.

I don't have those kinds of problems with any carrier in the northeast. However, some of our other Brotherhood Officers have reported that some carriers are ignoring this requirement. We look to the local prime sponsor of these programs to inform the carriers of this responsibility.

Yesterday, Mr. George Paul of the Southern Railroad talked about management's judgment being on the line and that it is management's responsibility to shape the company's training program. I cannot agree with what Mr. Paul told you. Presently our organization has training agreements with most of the major railroads, except the Southern. And for these training programs to be effective and worthwhile, it takes involvement of both labor and management. Neither side can do it alone, that is, if you want to get your money's worth and have a good program.

Our organization is interested in everyone getting the total value of your training dollar whether it comes from county, state, or federal funds. Our concern is that we feel we have a role to play in assuring the quality of the subject matter presented in training programs. We believe you have an obligation to work with us in the interest of the program.

One of the greatest things about a conference like this is the communication among the many organizations in attendance. We all want these programs to be successful. However, our organization feels there is a certain direction the programs should go. I hope that most of you recognize this and will cooperate with us.

Thank you.

QUESTION/ANSWER PERIOD

MR. QUINN: I think now it is appropriate to open the panel to questions from the floor.

MR. BIRO: You mentioned WIN. I wonder if you use the WIN tax credit?

MR. WESLEY: We haven't had the opportunity to use that, because we are bankrupt. We definitely will use it when the opportunity arises.

MR. PETERSON: I wish to make one comment in rebuttal to what Joe Walsh has said concerning Section 208 of CETA. In terms of the labor agreements under our CETA contracts, we do adhere to all of the provisions of the labor agreement. However, you must keep in mind that the employee under discussion is a probationary employee, the same as any other employee who is newly hired. He or she is therefore subject to all of the rules of the agreement, the same as a probationary employee would or would not be subject to the rules of the agreement. For example, in a classroom situation if you would ordinarily take certain action, you still have the same prerogative to take that aciton. We do not feel it is necessary to call in the union for some of these situations. We have the cooperation and the involvement of the labor organizations in obtaining CETA funding and talking with the prime sponsors. We have had excellent rapport with our labor organizations. We have a labor council and all of the labor unions belong to it. They speak as a council sometimes and sometimes independently, but we have not had really any interference from the unions in the operation or the establishment of any of the training criteria and training needs.

MR. QUINN: Do we have any further questions?

MR. ALFANO: I would like to say that if you liked what Mr. Wesley presented to you in the form of a model STIP program, I know that about two hundred million dollars ($200,000,000) will be offered for new STIP programs, and I understand that we might have to have applications in by March. If you could look at the

STIP program that Boston & Maine has, you might get some ideas from that program to take to your prime sponsors. There is a lot of federal money around, and prime sponsors don't have time to handle a lot of details. If you can come up with a package program, your prime sponsor will be pleased, because the funds are awarded on a competitive basis and he will go in for it. I know that there is at least a hundred and twenty-seven million dollars in this second round of STIP and possible another seventy-five million for the next fiscal year. I think they are talking about a rather short time frame which makes everybody nervous.

MR. QUINN: No further questions, no comments. Thank you very much ladies and gentlemen.

BROTHERHOOD OF RAILWAY, AIRLINE AND STEAMSHIP CLERKS, FREIGHT HANDLERS, EXPRESS AND STATION EMPLOYES

AFL-CIO — CLC

FRED J. KROLL, International President

BRAC'S DRIVE FOR AFFIRMATIVE ACTION IN TRANSPORTATION CLERICAL JOBS

Technological innovations have not significantly reduced the need for clerical workers in the transportation industry, even on the railroads; but the qualifications for new employes are vastly more stringent than they were even a decade ago. The successful job applicant must have a high school diploma or equivalency certificate and usually must be a skilled typist and keypunch operator. He or she must learn complex new work assignments quickly and must often shift between assignments from day-to-day, filling in for other employes. Recently, competition for these entry-level jobs has stiffened as college grads turn to high-paying transportation industry jobs when they find the job market tight elsewhere.

Consequently, most job applicants--many of them disadvantaged minorities--are turned away at the door. Many others lucky enough to be hired can't meet the tough requirements for passing probation. The lesson is clear. Disadvantaged job applicants, whether minority or white, female or male, need help just to get a foot in the door and more help to make it on the job. Affirmative action is impossible without extensive effort by everyone involved.

In 1971, BRAC--the Brotherhood of Railway, Airline and Steamship Clerks, Freight Handlers, Express and Station Employes--came up with one innovative solution. The Union contracted with the U. S. Department of Labor to set up a training-placement-follow-up program for Job Corps enrollees. Since then, the BRAC Program has increased from 80 training slots in two cities to 394 slots in eight cities. More than 3,900 trainees have been enrolled. Currently, all but a handful of the slots are funded by Job Corps, although programs also have been funded in the past by the Work Incentive Program (WIN) and by several CETA Prime Sponsors.

BRAC has hired a combination of professional teachers and skilled transportation clerks who show an aptitude for teaching to serve as instructors, called Field Educational Representatives (FER's). Support is provided by a master teacher and other skilled administrative personnel. The professional teachers conduct classes in job-related math, communication, office practices, typing, and keypunch skills. The skilled transportation clerks present a curriculum designed by BRAC which introduces the trainees to the clerical procedures involved in the shipment of goods and the movement of passengers, particularly on the railroads.* Additional skilled clerks, called Occupational Training Specialists (OTS's), are scheduled on a consultant basis to provide more detailed information about the operation of local

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* The Minneapolis Center also focuses heavily on the airline industry.

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employers. The curriculum also describes the role and function of the Union in the industry. Trainees are enrolled as openings occur and leave when they have acquired the skills required by an available job. The average training time for all placed Job Corps trainees has been 28 weeks.

The focus on placement makes job development as important as training. The Placement Coordinator (Program Director in Minneapolis), who supervises the operation of each center on a daily basis, must constantly renew old contacts and establish new ones in order to gain the industry's support and active interest in hiring qualified trainees. When he learns of job openings, he confers with the FER's to determine which trainees have acquired enough skill and background information to meet the employer's specifications. Then he schedules interviews for those trainees. Enrollees who are not hired continue to perfect their skills until another opportunity develops. When some trainees are unable to acquire the high skill levels required by the industry, the Placement Coordinators or Program Director make every effort to locate jobs for them in less demanding situations. Otherwise, these trainees may elect to change to another vocation offered by Job Corps (if they are Job Corps enrollees).

As a result of the efforts of the BRAC Placement Coordinators and Program Director and of the administrative staff, 66 transportation employers have hired trainees from the BRAC Program; and many have provided extensive support in the form of training materials and notice of job openings.

The training and placement activities have reaped impressive results in terms of the trainees' success. Of enrollees who are no longer in training, 50% have been placed. Of those, 78% have been hired in training-related jobs, 45% in demanding, high-paying transportation industry jobs.

During Fiscal Year 1977, the average starting rate for all placements was $36.77 per day, or $4.60 per hour. Training-related placements were hired at an average of $40.51 per day, or $5.06 per hour. Transportation industry placements garnered an average of $48.71 per day, or $6.09 per hour.

BRAC's affirmative action concerns are being realized to a most satisfying degree, limited only by the size of the program. All trainees have been from disadvantaged backgrounds. Of all placements, 69% were of minority groups and 66% were female.

Since the effort to train and place trainees is wastedif they don't stay on the job, BRAC has incorporated a program to provide support to placed trainees and follow-up information to the BRAC staff. The Union recruits members who are experienced transportation clerks to befriend the trainees. These Job Follow-Up Specialists (JFU's) are paid on a consultant basis to provide encouragement to the placed trainees, answer questions, and, if necessary, offer a friendly word of caution or reprimand. (Serious problems are referred to the BRAC staff.) The specialists send weekly reports to the BRAC staff during the trainees' first 13 weeks on the job and file final reports after the trainees have worked six months. As a result of these careful training, placement, and follow-up procedures, 74% of BRAC enrollees who have been placed in transportation industry jobs are still working after six months. For BRAC/Job Corps enrollees the rate is 78%. (Both figures are substantially above the retention rate of persons hired "off-the-street" by the railroads, which the Union estimates to be 50% or less.)

All of the statistics which have been presented demonstrate the value of a carefully designed training-placement-follow-up program for transportation clerical jobs which is conducted by a skilled, committed staff. Another factor is also at work, however, which can be supplied only by an organization such as BRAC. This is that large numbers of BRAC members have been involved with the program on both a formal and an informal basis. For many, an initial mild interest has blossomed into intense enthusiasm. The result is that BRAC members are being drawn into the affirmative action effort to an extent that no company directive could ever hope to achieve.

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1/30/78

JOB CORPS PROGRAM

Panel Members: Mr. William E. Granlund
International Vice President
Brotherhood of Railway and Airline Clerks

Mr. Robert J. Upson
Assistant Director
BRAC -- Manpower Training Department

Mr. Winston Lee
Job Corps Programs
U.S. Department of Labor

Mr. Lloyd J. Riegel
Director, Personnel and Planning
Colorado & Southern Railway System

MR. COLLINS: First on the program this morning is another approach to what we have been talking about for the last few days; that is, a labor organization taking the lead and working with public agencies to obtain funding to train employees so that they will be eventually hired by a railroad.

This panel will be chaired by Mr. William E. Granlund, International Vice President, Brotherhood of Railway, Airline, and Steamship Clerks. As panel members we have Mr. Robert Upson, Assistant Director of Manpower Training Department, Brotherhood of Railway, Airline, and Steamship Clerks; Mr. Winston Lee from the Job Corps, U.S. Department of Labor; and Mr. Lloyd Riegel, Director Personnel and Planning, Colorado and Southern Railway Company.

MR. GRANLUND: Thank you, Dan. Good morning. I assume that most of you received a copy of our handout paper, which covers the background and the purpose of our training programs.

Technological innovations have not significantly reduced the need for clerical workers in the transportation industry, including the railroads. However, qualifications for new employees are vastly more stringent than they were even a decade ago. The successful job applicant must have a high school diploma or equivalency certificate, and usually must be a skilled typist and key punch operator. He or she must learn complex new work assignments quickly and must often shift assignments from day to day filling in for every other employee.

Recently, competition for these entry level jobs has increased as college graduates turn to high paying transportation industry jobs when they find the job markets tighten elsewhere. Consequently, most job applicants, many of whom are disadvantaged minorities, are turned away at the door. Many others, lucky enough to be hired, can't meet the tough requirements for passing probation. The lesson is clear. Disadvantaged job applicants, whether or not minority or white, female or male, need help to get a foot in the door and more help to make it on the job. Affirmative action is impossible without extensive effort by everyone involved.

In 1971, the Brotherhood of Railway and Airline Clerks developed an innovative solution. The union contracted with the U.S. Department of Labor to set up trainee replacement follow-up programs which began at 80 training slots in 2 cities and expanded to 390 slots in 8 cities. More than 3,900 trainees have been enrolled. Currently, all but a handful of slots are funded by Job Corps, although programs have also been funded in the past by WIN, the Work Incentive Program, and several by CETA Prime Sponsors. At the present time, we have training locations at Los Angeles, with eighty slots; Charleston, West Virginia, with forty slots; Excelsior Springs, Missouri, with forty slots; St. Louis, an extension center from Kansas City, with forty slots; Tongue Point, Oregon, with forty slots; San Jose, with forty slots; and Minneapolis, with sixty-four slots. Our Minneapolis training program is aimed primarily at training people for the airline industry. We have on the planning board now a program in Albany, New York, at the Job Corps center there. Hopefully, it will come to fruition within the next sixty or ninety days.

The average length of our training programs is approximately twenty-eight weeks. We are able to place some enrollees in less time, because of some skills and qualifications they may already possess.

We have placed 1,800 people since 1971 when we began our training programs. We have between 460 and 470 trainees in our programs at all times. Our retention rate for replacements is about 78 percent. We draw and recruit our students from the various Job Corps centers where we are located.

In order for these people to enroll in our programs, they are required to take the California Achievement Test. They must achieve a 5.0 test level of achievement in mathematics, English, and reading. Those who do not achieve the 5.0 test score enroll in a remedial program teaching mathematics, English, and reading. When they reach the 5.0 level, the enrollees then continue on into the program of hands-on clerical training. The first ten days of the program is a probationary period that we use for final screening of enrollees, for testing attitudes and abilities to adapt to the railroad environment. After the ten days we begin our training program.

We have typing classes to develop trainees' typing skills to at least forty words per minute, which is generally the basic requirement for railroad employment.

We also have classes in key punching. We require that trainees develop their skills to eleven thousand strokes key punching before we refer them for employment. Further, we train in other clerical skills that deal directly with waybilling, with demurrage, and other functions in our craft or class on the railroads. In our training programs we use actual copies of waybills and demurrage records from the various railroads located in the areas where our centers are. Therefore, our graduates are familiar with not only the procedures required of them on any particular railroad, but also with some of the complicated forms that they have to use.

In our forty slot centers we have a placement coordinator, a professional educator, and one other instructor who we generally draw from our craft or class in the railroad industry. In addition to this teaching staff, we have a consultant available to assist the instructors in teaching railroad procedures. These people are usually drawn from the in-service employees on the particular railroads in the localities where we have training centers.

Perhaps two to three of these consultants are called in each week for an eight hour teaching session. They teach things such as key punching, waybills, diversions, and demurrage. We also have a union orientation presentation advising the trainees of their rights and responsibilities as employees. While we don't teach grievance handling, we do emphasize the importance of a person's attitude towards his job.

In our programs our students are treated as though they were railroad employees. They are required to be to work on time. We have time clocks they punch in and punch out. We point out that if they can't show up for class on time, they are going to have a problem reporting for work on time. We put very strong emphasis on that.

We have worked with approximately sixty-six employing companies, mostly railroads, in the past seven years, and we think we have done a very successful job. We have devleoped some very good contacts with various railroads. Some of the railroad management here have been very cooperative: Burlington Northern, the Union Pacific, Southern Pacific, Santa Fe. Many of those companies use graduates almost exclusively for their new hires into our class or craft.

MR. RIEGEL: I am employed by the Colorado Southern Railway Company and the Burlington Northern, Denver Region, and handle the personnel functions and employment for those two roads. We process approximately 2,500 new employees a year in various crafts. We have had contracts for some years now: the Jobs

Program; CETA funding on various crafts; and, the HIRE Program. However, when it comes to yard clerks, we do not use any of those contracts for that craft. They are complex jobs and we never really have sufficient time nor facilities to train those persons. So, I rely on the BRAC program. Their referrals have been excellent. The BRAC-trained employees receive twenty-eight weeks of training and our retention rate with them is about 87 percent. Our retention rate with new hires off the street is probably less than 50 percent so we are very well pleased with the BRAC referrals. I would like to recommend their program to all of you for your needs.

Thank you.

MR. GRANLUND: I'd like to introduce you now to Winston Lee, a training officer in the Program Development Division of Job Corps, U.S. Department of Labor.

MR. LEE: I think Bill has covered much of the Job Corps program. However, I would like to add that we are an intensive training program for the underprivileged youth, ages sixteen to twenty-one. These students must be high school dropouts by law and come from the poverty level, that is at or below the established poverty level for family income, in order to qualify for entry. High school graduates do occasionally slip into our program, however, but they generally are allowed to complete the training.

When the BRAC program was created in 1971, we said to BRAC that they should set the rules and regulations, and that we would find the students. Students must be motivated for the BRAC program. If they aren't, BRAC doesn't have to take them. This arrangement has worked out very well.

The Job Corps offers 150 different vocational training programs. We start at accounting and clerical vocations, go through auto mechanics of all types, and end up with x-ray technicians.

In addition to BRAC, we have linked with other union trades including carpenters, plasterers, painters, cement masons, heavy equipment operators, and so on. We have also contracted with the Marine Cooks and Steward School in Santa Rosa, California, which is an extension center like BRAC and is similar to the program Hazel Brown spoke of yesterday in her presentation. We have forty training slots in that school. After training, the trainees sign up for a year, go to sea for six months, come back in for three months, and go back out to sea, alternating between land and sea. And I believe that they start at $12 an hour. It is a very well paying job.

When President Carter was elected, one of his first statements was that he would like to see the Job Corps Program expanded. We were happy to hear that, because after the initial thrust of the Job Corps Program in 1964 and through 1968, we had 110 centers. We were then cut to 58, which is our present capacity. We are currently in the process of doubling in size to over a hundred centers with a capacity of about 44,000 students. We hope to accomplish this expansion over the next eighteen months. It is an ambitious undertaking but I believe we can do it. I further believe that if we continue our linkages with the construction unions, the BRAC program, and the Operating Engineers, and begin working closely with the Federal Railroad Administration, we will get the job done.

It is my pleasure to be here. Thank you.

MR. GRANLUND: Thank you, Winston. I'd now like to introduce Bob Upson, Assistant Director of BRAC's Manpower Training Program.

MR. UPSON: Thank you Bill. I, too, am going to be brief.

I might point out one thing that Bill did not mention. All of our enrollees are required to pass the railroad physicals, which include extensive back x-rays and other detailed examinations.

I am very proud of our relationship with Job Corps, and even more proud of the accomplishments that we as a team have achieved. One of the greatest satisfactions is to meet a previous enrollee who shows you his paycheck for amounts of money he has not seen for a long, long time.

MR. GRANLUND: Incidentally, we have a Job Corps training program here in St. Louis, and if any of you are interested in dropping by and taking a look at the facilities we have there, you are more than welcome to do so. Our Center Director here is Paul Sutherland. If you are interested in a tour of the program and of our facility, contact Paul.

Thank you.

MR. COLLINS: Thank you, Bill, and your group.

You all received a copy of the study that Dwight Stewart and Associates performed for the Federal Railroad Administration. Dwight Stewart is now going to quickly summarize the major recommendations within that study. We will use the study as a vehicle to get into the panel discussions on coordination of federal programs.

PANEL DISCUSSION ON COORDINATION OF FEDERAL PROGRAMS

Panel Members: Mr. Daniel M. Collins
Labor-Management Specialist
Federal Railroad Administration

Mr. John Blaha, Manager
Personnel Training
Burlington Northern Inc.

Mr. Theodore J. Vass, Chief
Rail Labor/Management Relations Division
Federal Railroad Administration

Mr. Dwight A. Stewart, Consultant
D. A. Stewart & Associates, Inc.

Mr. DeForrest Cline, National Representative
Bureau of Apprenticeship and Training
U.S. Department of Labor

Mr. Emery Biro, Manpower Development Officer
Employment and Training Administration
U.S. Department of Labor

Dr. James L. Reid, Executive Director
National Association of State Directors of
Vocational Education

Mr. Richard Quinn, Consultant
Nassau County, New York

Mr. John J. Ward, Consultant
Jay Ward Associates

Mr. John Stetson
Office of Youth Programs
U.S. Department of Labor

MR. COLLINS: I would like to open the floor to questions concerning the fourteen point recommended research program that Dwight Stewart summarized. I think you are all familiar with everyone at the table except for Jack Ward, a consultant to FRA, and Mr. John Stetson from the Department of Labor, Office of Youth Programs.

MR. BLAHA: In the forward of the study the statement is made, "It is widely believed that a well trained work force will result in increased productivity and safer operations." I believe that, but I am wondering if there was any documentation to lend credibility to that statement which some of us use in our agruments for the need of better training? One further comment is that I have seen railroads that don't seem to do much training yet they seem to do a pretty good job of railroading. I am looking for some correlation there.

MR. VASS: I would like to make comment and try to answer that question.

There is a part of Mr. Stewart's work that has not been completed and it deals with that very question. In general, I think the substance of the recommendations that will come out of that work will be that FRA should undertake a pilot study demonstration research project to determine whether or not that question can be dealt with effectively. We need to document and correlate the effect of training with regard to its impact on other costs, the reduction of loss and damage, the impact on safety, and other areas that might reveal the value of training and its ultimate potential for cost benefit. If this kind of project appeals to you in the industry, let us know. We will be glad to work with you in developing a pilot study of that kind.

LOU ROBINSON: International Correspondence School.

The American productivity center in Houston, Texas, has done extensive studies on this subject, and they have reports that are now available to the railroads. Jack Grasen, a former college Dean, is heading that center.

MR. VASS: Thank you.

MR. STEWART: There is a recommendation being processed right now which addresses the subject of cost in productivity benefits from the training function. We looked into that issue a little late in the study because it was not in the scope of the initial study that you see here. Since I am in the training business myself and have had much experience with this issue in other industries, I assumed that was an indisputable fact within the railroad industry.

MR. COLLINS: Are there any further questions?

When we put the conference together we began to appreciate the wide variety and the number of federal programs available, and the target audiences for each of these programs. We would like to wrap up the conference by bringing together the representatives of the various federal agencies and ask them how our activities might be coordinated to meet the training needs of the railroad industry. We have discovered many examples of successful federal/local government interface in addition to those we have already discussed here. For example, we discovered that in the State of Maryland a number of counties have united and formed a consortium, one large prime sponsor. They are channeling training funds into the counties to meet specific needs. The application of this concept is clear. Railroads are spread geographically over large areas encompassing many local prime sponsor areas. Perhaps this consortium approach might facilitate the railroad's ability to work and access CETA funds.

The question is, can we encourage railroads to work with local prime sponsors to push this concept?

MR. STEWART: I would like to reword that question a little differently and address it to Mr. Biro. The CETA Act provides for the development of consortia of geographical areas for total programs. Is it possible to form a consortium for a specific program? Is it possible to develop a consortium agreement between twenty prime sponsors in five states to serve a program for one railroad?

MR. BIRO: The way the program is set up now, especially with regard to the distribution of moneys, it would be pretty difficult to accomplish your desired goals in the manner you suggest. However, the HIRE and STIP programs lend themselves to a multi labor market approach. There have been some instances in which there has been cooperation between prime sponsors, but I think right now there would be some problem in the transfer of monies from one prime sponsor to another prime sponsor. We are currently investigating the possibility of establishing some kind of industry based program taking, perhaps, sixteen different industries and approaching them from the national level, but that is in the embryo stage of investigation.

As I mentioned yesterday, we are very interested in private sector initiatives. There is locally a new four hundred million dollar program on that. But one thing we are even more interested in is the area of job creation.

We are all hopeful about growth in the railroad industry. When you start to plan for your growth, talk to some of our labor people and see how the Department of Labor programs can tie in to new job creation, not just replacement jobs. We have talked about collaboration between the federal agencies. We have for the past year set up a program with the Department of Housing and Urban Development, the Department of Commerce, Economic Development Administration, and the Department of Labor. We funded ten cities for $2,500,000 to tie in all those programs at the local level to see what we could do in the way of job creation.

If you move in the area of job creation, be sure and contact Mr. Ernest Green, Assistant Secretary of the Employment Training Administration. We will channel your communication to the proper party to see what we can do to assist you in any job creation plans you have.

MR. CLINE: I have to make some comment here that may not set too well with some of my collegues from the Department of Labor. One of the problems that we have in government, that you have in the railroad industry, and that you have within each railroad company is communication. A lot of the funded programs that have been established for the railroad industry I was not aware of until I saw the news releases. I am sure that some of my co-workers in the Department of Labor have not been aware of my efforts until they saw the news releases. We just don't communicate among ourselves. You people don't communicate among yourselves. People on your own railroad don't communicate with each other. The right hand often does not know what the left hand is attempting to do.

I was recently in the process of developing an apprenticeship program for a Chicago based railroad and suddenly I saw a news release that they had received a HIRE contract. We had another meeting with three different departments of that particular railroad, two departments of which were not aware that a HIRE contract had been negotiated. The one department that negotiated the HIRE contract was not aware that I was about to develop the apprenticeship program.

Under CETA, the Bureau of Apprenticeship and Training was allocated a large amount of money for last year and a large amount of money for fiscal '78. That money is what we call promotional and development money, and it is designed to stimulate the apprenticeship training efforts in new industries and in industries where the concept has not been utilized to the fullest extent. Obviously, the railroad industry falls under the latter category or we would not be here.

That money can be assigned on a consortium basis. In this arrangement we would pay the administrative cost for a group to promote the development of apprenticeship and training programs for individual railroads. That same group could then go to the local CETA prime sponsors and set up individual contracts with the railroad companies to offset the cost of training just like some of the individual railroads have already done. This could be done on an industry basis, on a regional basis, or on a local area basis.

I am a railroad man with 23 years experience in the railroad industry. I have a great number of friends on every railroad in this country, both management and labor. I know that I could provide input into a railroad developmental training program, but I am seldom contacted. There are others in this room in that same position. We need to establish our lines of communication in the Department of Labor, in the railroad industry, and on your own railroads. When I go into work and begin an initial effort in the railroad, I never know who to talk to, whether to talk to the mechanical car department people, whether to talk to labor relations people, or whether to talk to the people in the personnel department. Each railroad assigns the responsibility to a different department, and until I find out what the ground rules are on a particular railroad, I flounder around. Sometimes that floundering around takes me a couple of years to find out what the hell is going on.

I hope you will appreciate the problem we have. It is big business and big government, and we do need to help open the lines of communication. Hopefully, the efforts of the Federal Railroad Administration in acting as a clearinghouse will assist on this. I hope so.

MR. JOHN STETSON: I would like to supplement something that John said before.

As you know, the current CETA legislation has placed emphasis on public service employment, that is, jobs in the public sector. The amendments which we are submitting now to re-authorize CETA for another time period specifically addresses the creation of jobs in the private sector. We want to try to shift the emphasis somewhat. In trying to do that, there is specific language in the new amendments which authorizes the Secretary to develop programs with Amtrak and Conrail directly. One of the problems we have in mounting job creation efforts with some of the railroads is that they are privately owned. Up until now, we could not provide job subsidies to the private sector. The amendments that have been submitted will permit this, in accord with the shift in effort from public service employment to private sector initiatives.

MR. STEWART: I would like to comment a bit further on some of the things that DeForrest Cline mentioned.

If you recall, one of our recommendations to FRA was to convene this conference to establish just exactly the kind of dialogue that is taking place. Another recommendation we suggested was that an outcome of this conference could be an FRA supported program to encourage and continue this kind of interface of public agencies and the industry. As a result of other work that we have done, we have studied the basic legislation that exists in this field. We believe that there should be interface between all of these agencies to provide a unified approach to some of these education and training problems.

During the interviews we conducted to complete our study one of the people we talked with about this problem said that by studying this legislation, he has learned how to use public money to comply with the laws that the government has imposed upon him and his organization. Believe me, the money is there.

MR. VASS: I would like to emphasize that my office in FRA is interested in being a coordinator and a facilitator for this interface between the various departments and agencies of the government and the railroad industry. If it will serve a useful purpose, we would be glad to field any interest from the industry and bring together the appropriate parties to coordinate some initiatives. That also goes for the people in the education community and in the state and local governments.

I have had occasion to talk briefly with a representative from the State of Florida, who said he was interested in getting together a sort of mini version of this conference on a regional basis that might include both his state and some of the adjoining states to interface with the railroad industry. We would be glad to help coordinate such efforts. Any ideas that you might have that would be helpful in coordinating and facilitating the interface between industry and government we would be happy to assist you in developing.

MR. ALFANO: I think a very interesting comment was made by Mr. Biro, when he said that they are contemplating changes in the legislation to allow public service money to be used in the private sector. I think more stress should be given to that. I think some group such as this one should support that position and make sure it gets into legislation. If it does not, you will be following rules and regulations that will continue to constrain you. Before the legislation is put out it is presented for comment to the nation. You have to get involved in that comment group and say that we do support the position that public funds should go to private industry.

MR. STETSON: I might add that the regulations are out for comment now.

MR. CLINE: The National Transportation Apprenticeship & Training Conference is an organization that you should be aware of. It began as the National Railroad Apprenticeship Training Conference and evolved about eleven years ago to include all segments of the transportation industry. It is now in its fourteenth year. The organization meets once a year for a three day meeting. They discuss subjects of general interest to the transportation industry relative to training, innovations, problems, solutions, and so forth. One day is devoted to individual problems within specific transportation industries. For instance, the railroads have their own meeting as do the airlines, the maritime industry, and the motor transport.

Each year the chairmanship of the organization is rotated between the various industries. Miss Hazel Brown was the chairman of last year's conference. I am going to take the liberty of sending you information on this year's conference which will be held October 2 through 5 in St. Paul. I urge those of you who are interested in training to come to that conference. You will find a great exchange of ideas, not only concerning the railroad industry, but concerning the other transportation modes.

We have solved some problems and we have created some. The purpose of the conference is to exchange ideas and to discuss innovations, solutions to problems, and the difficulties we all encounter. It is a good organization -- you run it, not the government.

MR. COLLINS: Dr. Cornelsen from the Office of Education originally had planned to be on this panel, but he had to go back to Washington. I talked to him last night about this inter-agency agreement that he mentioned in his speech. He said he was interested in working with the Federal Railroad Administration and then doing some demonstration projects on particular railroads. We are going to follow through on his recommendations when we get back to Washington. There is great interest and potential for interface with the railroads through the Railroad Personnel Association, for management, and through the Railroad Labor Executives Association, as far as labor is concerned. If you are on the Railroad Personnel Association and are interested in what Dr. Cornelsen was talking about, contact the RPA and voice your interst. After we meet with Dr. Cornelsen, contact the president of the RPA and ask him to help us line up interested railroads.

MR. QUINN: I would like to make one comment here as well.

Last night I had discussions with various people relative to the question, "What do we do now?" An idea evolved which will involve very limited cost to everybody who is here. Compose a brief letter introducing yourselves to the prime sponsors who serve your areas. Include in that letter your anticipated needs over a fixed period of time. Identify the program you are interested in. I suggest Title I of CETA. I don't think the HIRE program has yet been filtered down to the local prime sponsors. Identify your needs and ask if a meeting could be arranged to discuss whether or not the particular prime sponsor would be interested in aiding you in servicing these needs. Now is the time to contact your prime sponsors. Now is the time that the prime sponsors are planning for next year's allocation of dollars. By taking this inexpensive step you will get a feel of what dollars are yet uncommitted by your prime sponsors for this year, and at the same time explore the possibility of your inclusion in next year's plan. You have nothing to lose.

MR. BIRO: I would like to make two comments in the same vein. One is that we have plans to decentralize the HIRE program and give it to the prime sponsors to administer. Probably within the next three months your local prime sponsor will be able to set up a HIRE program right within his boundaries. At the same time we will keep a national pot of monies for the kind of things we are doing with the Missouri Pacific Railroad and other roads I talked about yesterday. In the near future, there will be the opportunity to contract with the HIRE program with your prime sponsor, at the same time keeping the option open for cross-state and multi labor market areas for national contracts.

The second comment is, that along with the Department of Commerce and the Department of Housing and Urban Development, the Department of Labor is trying to stimulate the creation of new jobs in ten different cities. You might want to contact the mayors of those cities and discuss the possibility of tying into their community economic development programs. Those ten cities are: Albuquerque, Buffalo, Baltimore, Bridgeport, Chicago, Dayton, Kansas City, Pittsburgh, Oakland, and Philadelphia.

If you have any specific kind of developmental plans in those cities, I would contact the mayors and tell them. This program is funded by money from three different agencies: various loan incentives from the Economic Development Administration, various community improvement incentives from HUD, and various training monies from the Department of Labor. Tell them your industry is interested and you might be able to accomplish something through that program in those ten cities.

MR. REID: It has been obvious in the last two or three days that from an education and training standpoint there is more than one way to get to heaven. I wish to say again that we don't know whether or not vocational education has a service to offer you because we don't know what your problems are. However, we are ready, willing, and able to help. On the local level we have the secondary school system and the post-secondary program, particularly the technological institutes, the community and junior colleges, and the vocational schools. We believe we have the flexibility to be of service to you.

I suggest that your first point of contact be the State Director of Vocational Education in regard to planning. State plans for vocational education requiring the expenditure of federal funds must be submitted a year in advance. So, now is the time to start talking to vocational educators if you believe that they have a service that you can use. And you don't have to come in with a plan all worked out. You don't even have to identify the problem. If you want to talk over what is of concern to you in the matter of training, make the contact. I made no contacts at all with railroad industry as the State Director. A number of you have said that you didn't even know we were out here. Please contact your State Director of Vocational Education. If you run into difficulty in communication, get in touch with me and I can put you in touch with the individual. My address is 1510-H Street Northwest, Washington, D.C.

MR. VASS: One brief comment I would like to make with regard to Mr. Stewart's report. We intend to come back to you and the industry to ask what you would like us to do with regard to implementing the recommendations in the report. We are also interested in your comments and suggestions concerning the recommendations. If you wish to substitute a new recommendation, or amplify or modify a recommendation let us know. We will be working primarily through the industry organizations that Danny mentioned before. However, if you have some specific suggestions that you would like to put forward to us directly, please feel free to communicate with us.

CONCLUDING REMARKS

Mr. Daniel W. Collins
Assistant General Secretary/Treasurer
United Transportation Union

Mr. Raymond Hedberg
Assistant Vice President
Southern Railway System

MR. COLLINS: We have reaction remarks from the railroad industry, from both union and management. We have asked two gentlemen to deliver these remarks this morning. The first presentation will be by Dan Collins, my father, Assistant General Secretary and Treasurer of the United Transportation Union. Substituting for Mr. Mervine, who had to return home for an emergency, will be Mr. Ray Hedberg, Assistant Vice President of Personnel Administration, Southern Railway System. Mr. Hedberg will be speaking from a management perspective.

MR. DANIEL W. COLLINS: I for years have had an ill deserved reputation with government officials in my avid pursuit of public dollars to promote some of the activities that I have been involved in. I am particularly pleased to be here at this conference, to see for the first time so many willing hands on the pump. I don't really know where to begin to look.

The United Transportation Union is, as the name implies, a union of transportation employees. We represent people on all the major railroads in the United States and in Canada. We also represent people in the local transit and in mass transit industries. Our view as to the training and the retraining needs of transportation workers cannot be parochial. It must be broader than that. We have a wide range of different job classifications to contend with in the tranportation industry and, consequently, we must approach the education of our members in much broader fashion.

My experience with training in the rail industry dates back to two occasions that I would like to make reference to here. The first is that I am living proof of the fact that on-the-job training works. I began my career in the rail industry as a switchman in Buffalo, New York, in the middle of February of 1942 in one of the worst storms they ever had around Buffalo outside of the blizzard of '77. The fact that I survived that winter seems to indicate I must have had some good on-the-job and hands-on training with some of those old timers for I got none from the railroad. The other experience that I had with on-the-job training deals with an old friend of mine by the name of Jack Bailey. Jack was an old conductor on the old New York Central, where I came from. He was an animal training enthusiast. Jack was working out of Niagara Falls for some time in a road pool crew. He got the idea there was a lot of work that could be done on the caboose that he could train an animal to do. So, he went out and bought himself a monkey. Well, he got that monkey trained. That monkey worked up the wheel reports and did the flagging. He did all the cooking on the cab. He took care of everything. So, when an old superintendent saw this monkey doing all the work, he fired Jack and hired the monkey. Well, this went on for about six more months. One day old Jack was walking down the street in the Falls looking for an unemployment check and the monkey was across the way. He saw Jack and said come on over Jack, I want to talk to you for a minute. He said, hey Jack, why don't you come on down to the yard, take that caboose and go back to work. Jack says, how in the hell am I going to do that? That superintendent run me off. The monkey said, that's all right, Jack, I'm the superintendent now.

So, training works, but it must be the joint responsibility of labor and management for we are both concerned with the end result. I suppose grabbing the federal dollars is a kind of double edge sword. If you can get your hand into the trap fast enough and get it out, you're lucky. If you get it stuck in the trap, you have problems. We don't need any more problems. We need solutions.

It seems to me that there is a legitimate use and there can be an illegitimate use of public agency assistance and federal funding. There can be benefits and there can be liabilities, particularly to the trade unions. If the railroads or transit companies use public dollars to train workers to come into the industry to replace senior citizens, those senior citizens who pay dues are going to feel bad about it, and react accordingly.

Secondly, if the railroads subcontract some of our work out to non-union contractors, we're also going to have trouble. I think parties ought to know pretty well what each one is seeking, so that when the parties get together to build this training kite, it will fly after it is built.

Our rail unions have spent a lot of time and a lot of dollars promoting education within the ranks of our members. We educate local chairmen. We educate general chairmen. We provide scholarships to young members and we provide scholarships to the sons and daughters of our members. We sponsor educational seminars promoting these efforts. We work with educational institutions that promote labor and social studies. I know that we can work jointly with the rail industry in pursuit of our common educational needs. We've done it for many years, in meeting our other goals such as health insurance programs, retirement and unemployment programs, and other specific legislation at state, provincial and federal levels to meet the needs of rail workers and the industry. If the education and training of transportation workers is to proceed, my advice to the industry is to work together with labor so that we know that what we are getting is something we can use. We must determine our industry needs in training rail workers and then avidly pursue the development of an educational process designed to meet those needs. In my opinion it should not be a company by company pursuit. I think our training efforts should be bilateral between labor and management, and regionally institutionalized within the industry. This way we will be able to meet both our common and specific needs.

I was very much impressed by the fact that the maritime industry has come quite a way in ten years in trying to meet its industry needs. In my opinion, there is absolutely no reason why we in the rail industry cannot pursue this type of joint activity. After all, the rail industry is 150 years old. We have been unionized for 115 years at least. And as my good friend Sam Seeman of Conrail will tell you, that would represent about 115 years of a solid working relationship. We have 500,000 people. We have 200,000 miles of railroad track. We have all kinds of classes and crafts. We have bridges, communication systems, tracks, buildings, equipment, and yards. If the industry growth will be as it is projected by the industry itself, it seems to me that by 1985 we will be faced with the problem of trying to move 1.6 trillion ton miles of frieght. To put that figure into some perspective, we moved over 800 billion ton miles of freight in 1977. In addition to the great increase in freight traffic, we probably will be losing many of our trained workers, since currently the average age of rail workers is about 44, and many workers are retiring early. So, if these figures mean anything, within a few short years the task that will confront us in training and retraining qualified workers will be a herculean one. The problems of moving people will also accelerate in both intercity and intracity traffic. The energy crunch will assure this. Will we be prepared to meet these added responsibilities? Not the way we are moving today.

I really want to say that I have enjoyed this conference. I have gained an awful lot of insight into what can be done to train workers by listening to those who have done it. I appreciate all the offers of assistance that you people have given. I suggest that rail unions and rail management now begin to use what you have to offer.

Jointly, we must chart a new educational course. The future well-being of our industry may depend on it.

MR. HEDBERG: Dan Collins and I don't have any philosophical differences regarding on-the-job training. I think any training program, no matter how conceived, has to have its portion of on-the-job training.

The few points which I want to make this morning I wish to make from an industry management position rather than as an Assistant Vice President of Southern Railway.

The first comment I would like to make relates to a comment that was made yesterday suggesting that our union agreements have "relative" clauses in them. Let me make it very clear that there are no national agreements today that would have such a clause. Neither management nor union leadership would tolerate them, and I don't think the U.S. Government would either. From an industry management perspective I think it has to be management's responsibility to shape training programs. Managers have to determine not only what the training needs are, but how the results of training will pay off for a particular company. Only in this way can managers justify the cost of facilities, the cost of equipment, and the cost of people needed to do the training job. But, we do need and we do solicit union support of training programs that are designed to produce safe and productive workers.

On the matter of government support for training efforts, I think railroads seek the backing of the federal government to help railroads help themselves. We do not, however, ask for a prescription or a methodology that would have all railroads trying to wear the same size shoe. Government's primary concern, I would hold, is to look at end results. As George Paul said yesterday, companies vary. They are different in strength and different in management styles. I think we have to recognize this fact of life.

Finally, on the subject of this conference, I think the FRA is to be congratulated for making it possible to have a face-to-face dialogue between government agencies and railroads on the vital subject of employee training. I think all of us can take away from this conference some ideas to be seriously considered back home. So, thank you, Ted Vass and company.

MR. COLLINS: Thank you, Ray. Thank you, Dad.

I think that thank you's are in order. I would like to thank a few people individually for the help that they have given us. Dwight Stewart, Penny Kaiser, and my friend Dave Pergrin for helping us set this up. Thank you Vern Dyer and his secretary Dianne here in St. Louis. Thank you Dan Kozak of FRA, who has been the leg man for the last three days, keeping this conference running. I would also like to thank all of you. The last three days went far beyond my expectations in terms of the interest and the enthusiasm generated by all of the parties, railroad management, the unions, the education and training community, and the local, state, and federal government representatives. Let's hope that the activities talked about here will continue. Thank you.

(The Conference Adjourned.)

SECTION II

Guidelines and Abstracts to Use of the Federal Domestic Assistance Catalog

The Federal Domestic Assistance Catalog is published and continuously updated by the Executive Office of the President, Office of Management and Budget. The stated purpose of the catalog is to furnish a government-wide compendium of Federal programs and activities which provide assistance or benefits to:

- State and local governments.
- Territories and possessions of the United States.
- Counties, cities, municipalities, and federally recognized Indian tribes.
- Public, quasi-public, and private organizations and institutions.
- Profit and nonprofit organizations and institutions.
- Specialized groups and individuals (homeowners, low-income, unemployed, senior citizens, handicapped, scientists, artists, students, small businesses, consumers, farmers, veterans, minorities, refugees, and aliens).

Programs included cover a wide range of benefits and services. The catalog itself defines services available in twenty areas. For the purposes of railroad employee training two of the twenty areas provide the major potential sources of Federal support. These two areas are:

- Education (facilities and equipment; general research, resource development and support; handicapped; vocational; elementary and secondary; general higher education; dental education and training; medical education and training; health education and training; nursing; nuclear education and training; libraries and technical information services; teacher training; Indian education).
- Employment, labor and training (planning, research, demonstration; job training and employment; Federal employment; bonding and certification; equal employment opportunity; unemployment assistance; assistance to State and local governments; statistics; labor management).

In this abstract we have focused attention upon these two areas in selecting and describing programs through which Federal support of railroad employee training might possibly be accessed.

In using these abstracts your attention is called to four facts:

(1) The legislative intent of most of the programs is to provide education, training, employability development, and (most importantly) jobs for those seeking to enter the labor market. The job seeker is the client for the program. Meeting client needs is essential in all programs. Thus, in planning any program the employer must concentrate attention upon how a proposed training or educational program will serve the needs of the clients.

(2) There are very few programs and only a relatively small amount of support available through direct grants from the Federal government to private organizations.

(3) The majority of funding to support employee training is available through state and local governments.

(4) There are many cases where no single Federal support program can provide all of the financial support needed for a specific project. Careful review of the enabling legislation reveals that interface between agencies in providing support is encouraged and, in some cases, mandated. Obtaining such interagency support results, in many cases, from the ingenuity of the organization asking for support.

For purposes of this guide programs in seven departments and agencies are presented. They are:

- U.S. Department of Commerce - Economic Development Administration
- Regional Commissions
- U.S. Department of Health, Education and Welfare - Office of Education
- U.S. Department of Justice - Law Enforcement Assistance Administration
- U.S. Department of Labor - Employment and Training Administration

- U.S. Department of Transportation - Federal Railroad Administration
- Veterans Administration

The format for presentation will be to describe how each of these organizations operates, the individual program goals, funding practices, and a brief synopsis of procedures for obtaining program support. At the conclusion of each agency description is a listing and topical description of selected programs. Following that are the pertinent excerpts from the Federal Domestic Assistance Catalog. These selected programs are indicative of areas where the railroad industry might conceivably receive support to meet industry training needs.

A. U.S. Department of Commerce -- Economic Development Administration

The Economic Development Administration is a unit of the U.S. Department of Commerce. It is headed by an Assistant Secretary for Economic Development. For the most part this agency operates under authorization created by the Public Works and Economic Development Act of 1965: Public Law 89-136, as amended.

Specific objectives that relate to the railroad industry are to encourage industrial and commercial expansion in designated areas by providing financial assistance to businesses that create new permanent jobs, expand or establish plants in redevelopment areas for projects that cannot be financed through banks or other private lending institutions.

In some instances EDA will make direct loans or guaranteed/insured loans directly to a business organization. In other instances assistance is available from grants or loans made to the various states. In either case there are requirements for matching funds and participation of local agencies and industrial development authorities.

Application for loans can be made directly to the appropriate EDA regional offices. At these offices guideline literature is available. Specifically, the program is described in the publication: "EDA Business Development Loans: Who Can Borrow, How to Apply." In using state funds, eligibility for funding of a project is determined by the Office of the Governor or his designated representative for economic development.

Catalog References of Possible Interest

Catalog Number	Title
11.300	Economic Development -- Grants and Loans for Public Works and Development Facilities
11.301	Economic Development -- Business Development Assistance
11.308	Grants to States for Supplemental and Basic Funding Under Titles I, II, III, IV, and IX Activities Section 304 Grants)

ECONOMIC DEVELOPMENT ADMINISTRATION

11.300 ECONOMIC DEVELOPMENT-GRANTS AND LOANS FOR PUBLIC WORKS AND DEVELOPMENT FACILITIES

FEDERAL AGENCY: ECONOMIC DEVELOPMENT ADMINISTRATION, DEPARTMENT OF COMMERCE

AUTHORIZATION: Public Works and Economic Development Act of 1965; Public Law 89-136, as amended; 42 U.S.C. 3131, 3132, 3135, 3141, 3171.

OBJECTIVES: To assist in the construction of public facilities needed to initiate and encourage long-term economic growth in designated geographic areas where economic growth is lagging behind the rest of the Nation.

TYPES OF ASSISTANCE: Project Grants; Direct Loans.

USES AND USE RESTRICTIONS: Grants for such public facilities as water and sewer systems, access roads to industrial parks or areas, port facilities, railroad sidings and spurs, public tourism facilities, vocational schools, flood control projects, and site improvements for industrial parks. Qualified projects must fulfill a pressing need of the area and must: (1) tend to improve the opportunities for the successful establishment or expansion of industrial or commercial plants or facilities, (2) assist in the creation of additional long-term employment opportunities, or (3) benefit the long-term unemployed and members of low-income families or otherwise substantially further the objectives of the Economic Opportunity Act of 1964. In addition, proposed projects must be consistent with the currently approved overall economic development program for the area, and for the district, if any, in which it will be located. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States, local subdivisions thereof, Indian tribes, and private or public nonprofit organizations or associations representing a redevelopment area or a designated economic development center are eligible to receive grants and loans. Corporations and associations organized for profit are not eligible.

Beneficiary Eligibility: Unemployed and underemployed persons and/or members of low-income families.

Credentials/Documentation: Application must describe the type of proposed facility, estimated costs, extent of proposed project, direct job impact, estimated time for construction implementation, and assurance that the project will satisfy statutory requirements. Most important, documentation must demonstrate how the project will have a positive impact on the economic development process in the community. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: The Economic Development Administration Representative will meet with the applicant and community leaders to establish the basis for a preapplication conference. After reviewing project and local development profile information with the regional office, he will notify the applicant immediately if EDA cannot accept the project. If project appears viable, a preapplication conference may be arranged with regional office personnel. Applications are subject to State and areawide Clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. An environmental statement as well as an assessment is necessary for this program.

Application Procedure: Applicant should contact the regional office servicing the State in which the project is to be located. An Economic Development Representative assigned as coordinator of the project for EDA will provide necessary forms and assist in filling them out. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Grant and loan applications from states, local subdivisions thereof, Indian tribes, and private or public nonprofit organizations or associations representing a redevelopment area or a designated economic development center are approved by the Assistant Secretary for Economic Development, Department of Commerce. Contract award should be made on the lowest base bid submitted by a responsible bidder, with a responsible bidder defined as one who can furnish 100 percent performance and payment bonds and who meets the applicable State and local statutory requirements. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: Normally within 90 days of acceptance of application.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The basic grant rate may be up to 50 percent of the project cost. Severely depressed areas that cannot match Federal funds may receive supplementary grants to bring the Federal contribution up to 80 percent of the project cost with designated Indian Reservations eligible for 100 percent assistance. Additionally, redevelopment areas located within designated economic development districts may, subject to the 80 percent maximum Federal grant limit, be eligible for a 10 percent bonus on grants for public works projects. Long-term (up to 40 years), low interest loans may be made to the applicant when financial assistance is not otherwise available from private lenders or Federal agencies on terms which would permit accomplishment of the project.

Length and Time Phasing of Assistance: EDA grant funds are disbursed for costs incurred only after all contracts for construction have been awarded. EDA loan funds are normally disbursed when the construction of the project is 75 percent or more complete.

POST ASSISTANCE REQUIREMENTS:

Reports: Reports for specific projects may be requested.

Audits: Each recipient of financial assistance is required to keep such records as will facilitate an effective audit of the project.

Records: As necessary for above-mentioned audit.

FINANCIAL INFORMATION:

Account Identification: 13-2050-0-1-452.

Obligations: (Grants) FY 77 $169,622,000; FY 78 est $154,000,000; and FY 79 est $188,500,000. (Loans) FY 77 $228,000; FY 78 $2,500,000; and FY 79 est $2,500,000.

Range and Average of Financial Assistance: No specific minimum or maximum project amount. $5,000 to $7,138,000; $580,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, 258 projects were approved for $169,850,000. An estimated 325 protects will be approved in fiscal year 1978.

REGULATIONS, GUIDELINES, AND LITERATURE: Title 13 CFR Chapter III, "Building Communities with Jobs," EDA. "Grants and Loans for Public Works and Development Facilities," EDA. "Qualified Areas under the Public Works and Economic Development Act of 1965," "Guides for Overall Economic Development Programs," "Economic Development, Directory of Approved Projects.'

INFORMATION CONTACTS:

Regional or Local Office: Refer to the appendix of the catalog for EDA regional office addresses.

Headquarters Office: Charles Coss, Director, Office of Public Works, Economic Development Administration, Department of Commerce, Washington, DC 20230. Telephone: (202) 377-5265.

RELATED PROGRAMS: 11.301, Economic Development-Business Development Assistance; 11.302, Economic Development- Support for Planning Organizations; 11.303, Economic Development-Technical Assistance; 11.304, Economic Development-Public Works Impact Projects; 11.307, Economic Development-Special Economic Development and Adjustment Assistance Program; 11.308, Grants to States for Supplemental and Basic Funding of Titles I, II, III, IV and IX Activities; 11.309, Trade Adjustment Assistance; 15.124, Indian Loans-Economic Development; 23.001, Appalachian Regional Development; 28.001, Coastal Plains Regional Economic Development; 38.001, Four Corners Regional Economic Development; 48.001, New England Regional Economic Development; 52.001, Ozarks Regional Economic Development; 63.001, Upper Great Lakes Regional Economic Development; 75.01, Old West Regional Economic Development; 76.001, Pacific Northwest Regional Economic Development.

11.301 ECONOMIC DEVELOPMENT-BUSINESS DEVELOPMENT ASSISTANCE

FEDERAL AGENCY: ECONOMIC DEVELOPMENT ADMINISTRATION, DEPARTMENT OF COMMERCE

AUTHORIZATION: Public Works and Economic Development Act of 1965; Public Law 89-136, as amended; 42 U.S.C. 3142, 3171.

OBJECTIVES: To encourage industrial and commercial expansion in designated areas by providing financial assistance to businesses that create new permanent jobs, expand or establish plants in redevelopment areas for projects that cannot be financed through banks or other private lending institutions.

TYPES OF ASSISTANCE: Direct Loans; Guaranteed/Insured Loans.

USES AND USE RESTRICTIONS: Long-term business development loans up to 65 percent of the cost may be used for the acquisition of fixed assets only (i.e., land, building, machinery, and equipment, including land preparation and building rehabilitation). Funds may be used for most kinds of new industrial or commercial facilities or to expand one already in existence. Loans for working capital needs are not limited by statute, but are available only for short periods. In addition, the Government will guarantee up to 90 percent of the unpaid balance of loans for the acquisition of fixed assets or for working capital; and up to 90 percent of the rental payments required by the guaranteed lease. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal assistance programs in accordance with provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters office of the appropriate funding agencies for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Any individual, private or public corporation, or Indian tribe, provided that the project to be funded is physically situated in an area designated as eligible under the Act at the time the application is filed. Neither business development loans nor guarantees of any kind will be extended to applicants who: (1) have, within the previous 3 years, relocated any or all of their facilities to another city, or State; (2) contemplate relocating part or all of their existing facilities with a resultant loss of employment at such facilities; and (3) produce a product or service for which there is a sustained and prolonged excess of supply over demand. No financial assistance will be rendered to projects primarily engaged in the dissemination of news (e.g., newspapers, magazines, radio and television broadcasting), or in an activity violative of local or State law.

Beneficiary Eligibility: If an application is filed by a local industrial development corporation to establish a facility to be leased to a user (or beneficiary), the same criteria apply.

Credentials/Documentation: Applicants and beneficiaries must provide financial, engineering, and feasibility documentation supporting the viability of the project. Projects in which the Federal participation will exceed $1,000,000 must be supported by an independent feasibility study conducted by consultant acceptable to EDA. Tourism projects and projects involving new, untried technology will also require an independent feasibility study. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applicant should contact the regional office serving the State in which the project is to be located, and an economic development representative will be assigned to the project. With his concurrence, a preapplication conference will be scheduled with the professional staff of the regional office. An environmental impact statement and assessment is required for this program.

Application Procedure: At the preapplication conference, applicants will be provided with all necessary forms and detailed information relating to supporting documentation.

Award Procedure: Loan and working capital loan guarantee applications from individuals, private or public corporations, or Indian tribes, in eligible areas are approved by the Assistant Secretary for Economic Development, Department of Commerce.

Deadlines: None.

Range of Approval/Disapproval Time: 90 to 120 calendar days after receipt of application if the complete supporting documentation is in good order.

Appeals: None. An applicant whose project has been denied may, however, reinstate his application if the defects leading to a denial have been remedied.

Renewals: Not applicable.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The Federal participation in a direct, fixed asset loan may not exceed 65 percent of project fixed asset costs. A local development corporarion or State Agency usually participates to the extent of five percent. Of the remaining 30 percent, 10 percent must be in the form of applicant's equity and the balance from a conventional commercial lender. Applicants are encouraged to increase their equity participation beyond the minimum. Comparable equity requirements also apply to guaratees.

Length and Time Phasing of Assistance: Fixed asset loans, 25 years, maximum; working capital loans 5 years; guarantees, life of loan or lease. EDA loan funds will only be disbursed after all other funds have been injected into project.

POST ASSISTANCE REQUIREMENTS:

Reports: Periodic financial and employment reports will be required. Initially, these may be quarterly, and, as the business becomes established, at longer intervals.

Audits: An annual audit by a certified public accountant will be required not more than 90 days after the close of the applicant's fiscal year.

Records: Not applicable except as required above.

FINANCIAL INFORMATION:

Account Identification: 13-2050-0-1-452.

Obligations: (Direct loans) FY 77 $41,059,000; FY 78 est $39,500,000; and FY 79 est $48,500,000. (Guarantees) FY 77 $4,403,000; FY 78 est $6,500,000; and FY 79 est $7,000,000.

Range and Average of Financial Assistance: $260,000 to $5,200,000; $1,500,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, 57 business loans and 8 guarantees were made. In fiscal year 1978, 40 business loans and 10 guarantees will be made.

REGULATIONS, GUIDELINES, AND LITERATURE: "EDA Business Development Loans- Who can Borrow- How to Apply."

INFORMATION CONTACTS:

Regional or Local Office: Refer to the appendix of the catalog for EDA regional office addresses.

Headquarters Office: Paul J. O'Neill, Office of Business Development, Economic Development Administration, Department of Commerce, Washington, DC 20230. Telephone: (202) 377-5067.

RELATED PROGRAMS: 11.300, Economic Development-Grants and Loans for Public Works and Development Facilities; 11.308, Grants to States for Supplemental and Basic Funding of Titles I, II, IV and IX Activities; 11.309, Trade Adjustment Assistance; 11.800, Minority Business Enterprise-Coordination, Management and Technical Assistance; 12.600, Community Economic Adjustment; 23.001, Appalachian Regional Development; 49.011, Community Economic Development; 59.003, Economic Opportunity Loans for Small Businesses; 59.006, Minority Business Development-Procurement Assistance; 59.012, Small Business Loans; 59.013, State and Local Development Company Loans.

11.308 GRANTS TO STATES FOR SUPPLEMENTAL AND BASIC FUNDING OF TITLES, I, II, III, IV and IX ACTIVITIES

(Section 304 Grants)

FEDERAL AGENCY: ECONOMIC DEVELOPMENT ADMINISTRATION, DEPARTMENT OF COMMERCE

AUTHORIZATION: Public Works and Economic Developmental Act of 1965, Public Law 89-136, as amended; 42 U.S.C. 3131, 3132, 3141, 3142, 3153.

OBJECTIVES: To provide funds which will enable governors to select projects which will assist in the construction of public facilities and other projects which meet the criteria of Titles I, II, III, IV and IX and are needed to initiate or enhance long-term economic growth in areas of their states where economic growth is lagging. Activities must be in accordance with any pre-established plan.

TYPES OF ASSISTANCE: Project Grants; Direct Loans.

USES AND USE RESTRICTIONS: Through grants or loans monies may be used to construct such public works as water and sewer systems, industrial parks, access roads, port facilities, railroad sidings and spurs, public tourism facilities, vocational schools, and flood control projects or to provide business development loans. Projects assisted through the use of funds in supplementing EDA grants or loans under Title I, II, III, IV and IX of the Act or in providing basic grants or loans shall be subject to the same procedures and requirements relating to post-approval compliances, construction management, and disbursement as applicable to projects funded under Titles I, II, III, IV and IX of the Act. Qualified projects must fulfill a pressing need of the area and must: (1) tend to improve the opportunities for the successful establishment or expansion of industrial or commercial plants or facilities, (2) assist in the creation of additional long-term employment opportunities, or (3) benefit the long term unemployed and members of low-income families. In addition, proposed projects must be consistent with the currently approved over-all economic development program for the area, and for the district, if any, in which it will be located. Under Section 304, funds are apportioned to states based on statutory formula. Eligible projects which are selected by the states may be financed from these allocations. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States, local subdivisions thereof, Indian tribes, and private or public nonprofit organizations or associations representing a designated redevelopment area or a designated economic development center are eligible to receive public works grants and loans. Corporations and associations organized for profit are eligible only for business development loans.

Beneficiary Eligibility: Unemployed and underemployed persons and/or members of low-income families.

Credentials/Documentation: Application must describe the type of project, estimated costs, extent of proposed project, direct job impact, estimated time for construction implementation and assure that the project will satisfy statutory requirements relating to post-approval compliances, construction management, and disbursement as applicable to projects funded under Title I, II, III, IV and IX of the Act. Most important, documentation must demonstrate how the project will have a positive impact on the economic development process in the community. Governors (or their designated plan review agencies) must be given an opportunity to review the State Plan pursuant to Part III, Attachment A of OMB Circular No. A-95 (revised) and under Section 304(e) of the Public Works and Economic Development Act of 1965, as amended. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Governors (and the Mayor of the District of Columbia) select projects to be funded from the monies allocated to their jurisdictions. After selection and communication of the projects by the Governors/Mayor to the Assistant Secretary has been made, the eligibility and compliance of a project for assistance shall be determined by the Assistant Secretary in accordance with the requirements of OMB Circular No. A-102. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Applicants must prepare and submit profile information and preapplication forms to the Regional Office and to the appropriate clearinghouse(s) in accordance with Part I, Attachment A of OMB Circular No. A-95 (revised) requirements, make the necessary environmental assessments to determine if an environmental impact statement is required for the project in compliance with the National Environmental Policy Act of 1970, and to arrange for a preapplication conference at which statutory requirements and regulations can be discussed in detail.

Application Procedure: Proponents should follow the application procedures of OMB Circular No. A-102, A-95, and A-110. Applicants interested in obtaining 304 funds should contact the Governor of their State or territory (or the Mayor of the District of Columbia). The Governor should then notify EDA that he wishes to use funds from the State's 304 apportionment for the specified project.

Award Procedure: When the Regional Director receives the acceptance of the offer of grant or loan, he will notify the Governor that a specific amount of the 304 funds apportioned to the State has been set aside for the particular project. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: Normally within 90 days after a Governor has submitted a proposal to the Assistant Secretary.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Supplementary grants or loans funds may be used by the Governor (or Mayor of the District of Columbia) to supplement any EDA grant or loan authorized under Title I, II,III, IV and IX of the Public Works and Economic Development Act of 1965, as amended, approved after July 1, 1974. Such funds may reduce the non-Federal share subject to a statutory contribution by the State, so long as the Secretary of Commerce certifies that (1) the project meets all the requirements of the Act, and could be approved if funds were available for it, and (2)the level of the Federal and State financial assistance for the same type of projects in the State will not be diminished in order to substitute these funds. The project also must be consistent with a State planning process, if one exists. Direct Grants or Loans: Governors (or the Mayor of the District of Columbia) may authorize direct grants or loans under Titles I, II, III, IV and IX of the Public Works and Economic Development Act of 1965, as amended. The State must make a contribution equal to at least 25 percent of the 304 funds used for supplemental grants and direct grants or loans.

Length and Time Phasing of Assistance: Grant funds are disbursed for costs incurred only after all contracts for construction have been awarded. Loan funds are disbursed when construction is 75 percent or more complete. Loan Terms: Loans may be up to 40 years and shall bear interest at a rate determined by the Secretary of the Treasury when (1) funds requested are not otherwise available from private lenders or Federal agencies on terms which in the opinion of the Secretary of Commerce will permit accomplishment of the project; (2) the amount of the loan plus the amount of other available funds are adequate to insure completion of the project; and (3) there is a reasonable expectation of repayment. Request for the disbursement of funds for basic loans by a State shall be accompanied by assurances that the proceeds from the repayment of the loans will be used for economic development in a manner consistent with the Act. Assurances shall include a contractual agreement between EDA and the State describing how repayment proceeds will be used.

POST ASSISTANCE REQUIREMENTS:

Reports: Reports for specific projects may be requested by the Governors (or the Mayor of the District of Columbia) or by the Secretary of Commerce.

Audits: Each recipient of financial assistance is required to keep such records as will facilitate an effective audit of the project.

Records: As necessary for above-mentioned audit.

FINANCIAL INFORMATION:

Account Identification: 13-2050-0-1-452.

Obligations: (Grants) FY 77 $20,000,000; FY 78 $20,000,000; and FY 79 est $20,000,000.

Range and Average of Financial Assistance: $1,000 to $976,000 of the State apportionments, to remain available until expended.

PROGRAM ACCOMPLISHMENTS: In fiscal years 1977, 1978, and 1979 the grants already allocated to the states will Fund 54 Projects until expended.

REGULATIONS, GUIDELINES, AND LITERATURE: Code of Federal Regulations, Title 13, Chapter III, Part 312' (published also in the Federal Register, Vol. 39, No. 220, November 13, 1974); "EDA Grants for Public Works and Development Facilities"; "EDA Business Development Loans-Who can Borrow-How to Apply.'

INFORMATION CONTACTS:

Regional or Local Office: State Economic Development or Information Agency. Federal: Appropriate Regional Office of the Economic Development Administration; refer to the appendix of this catalog for address.

Headquarters Office: Economic Development Administration, Department of Commerce, Washington, DC 20230. Charles Coss, Director, Office of Public Works. Telephone: (202) 377-5265; Glenn S. Waldon, Director, Office of Business Development, Telephone: (202) 377-5067.

RELATED PROGRAMS: 11.300, Economic Development-Grants and Loans for Public Works and Development Facilities; 11.301, Economic Development-Business Development Assistance; 11.302, Economic Development- Support for Planning Organizations; 11.303, Economic Development-Technical Assistance; 11.304, Economic Development-Public Works Impact Projects; 11.305, Economic Development-State and Local Economic Development Planning; 11.306, Economic Development-District Operational Assistance; 11.307, Economic Development-Special Economic Development and Adjustment Assistance Program; 38.001, Four Corners Regional Economic Development; 48.001, New England Regional Economic Development; 52.001, Ozarks Regional Economic Development; 63.001, Upper Great Lakes Regional Economic Development; 75.001, Old West Regional Economic Development; 76.001 Pacific Northwest Regional Economic Development.

B. Regional Commissions

Nine regions of the United States have been designated to have regional commissions. These commissions operate as units of government representing several states in areas of economic development and planning. Eight of the commissions operate through the administrative structure of the U.S. Department of Commerce under authorization of the Public Works and Economic Development Act of 1965, Public Law 89-136. They are:

Coastal Plains Regional Commission
Four Corners Regional Commission
New England Regional Commission
Old West Regional Commission
Ozarks Regional Commission
Pacific Northwest Regional Commission
Upper Great Lakes Regional Commission
Southwest Border Regional Commission

The ninth commission, Appalachian Regional Commission, operates as an independent agency under the Appalachian Regional Development Act of 1965, Public Law 89-4. In each case the commission consists of the governors and representatives of the member states. Administrative activities are carried out by a staff headed by a full time Federal Cochairman.

There is a difference in emphasis between the first eight commissions and the Appalachian Regional Commission. This is illustrated by the statements of their objectives. They are as follows:

For the eight commissions established under P.L. 89-136:

> OBJECTIVES: To evaluate development needs and priorities, develop a comprehensive long range economic development plan reflecting local, State, and Federal priorities, and promote economic development through public and private investment through a joint Federal-State partnership in the form of the Commission representing the states in the region.

For the Appalachian Regional Commission:

> OBJECTIVES: To stimulate substantial public investments in public facilities that will start the region on its way toward accelerated social and economic development; to help establish a set of institutions in Appalachia capable of permanently directing the long-term development of the region; and on a joint Federal-State-local basis, to develop comprehensive plans and programs to help accomplish the overall objectives of Appalachian development, including meeting the special demands created by the nation's energy needs and policies.

In both instances the goal is to stimulate economic development. However, the Appalachian Regional Commission has greater latitude for stimulating public investment.

The available funds are to be directed to public facilities and programs. At the outset this would not appear to be a program that would be useful to the privately owned railroad industry. However, one area of emphasis is upon aid to develop special purpose vocational schools. Thus, the railroad industry within a specific area could work with vocational education institutions to obtain funding for establishment of railroad training centers.

Catalog References of Possible Interest

Catalog Number	Title
23.012	Appalachian Vocational and Other Education Facilities and Operations
28.002	Coastal Plains Technical and Planning Assistance
28.003	Coastal Plains Supplements to Federal Grant-in-Aid
28.004	Coastal Plains Regional Transportation
28.008	Coastal Plains Education Demonstration Projects
38.002	Four Corners Technical and Planning Assistance
38.003	Four Corners Supplements to Federal Grant-in-Aid
38.004	Four Corners Regional Transportation
48.002	New England Technical and Planning Assistance
48.003	New England Supplements to Federal Grant-in-Aid
48.004	New England Regional Transportation
52.002	Ozarks Technical and Planning Assistance

52.003	Ozarks Supplements to Federal Grant-in-Aid
52.004	Ozarks Regional Transportation
63.002	Upper Great Lakes Technical and Planning Assistance
63.003	Upper Great Lakes Supplements to Federal Grant-in-Aid
63.004	Upper Great Lakes Regional Transportation
63.008	Upper Great Lakes Education Demonstration Projects
75.002	Old West Technical and Planning Assistance
75.003	Old West Supplements to Federal Grant-in-Aid
76.002	Pacific Northwest Technical and Planning Assistance
76.004	Pacific Northwest Regional Transportation
76.008	Pacific Northwest Education Demonstration Projects
79.002	Southwest Border Technical and Planning Assistance

23.012 APPALACHIAN VOCATIONAL AND OTHER EDUCATION FACILITIES AND OPERATIONS

FEDERAL AGENCY: APPALACHIAN REGIONAL COMMISSION

AUTHORIZATION: Section 211 and Section 214, Appalachian Regional Development Act of 1965; Public Law 89-4, as amended by Section 113 and Section 116, Public Law 90-103; Section 107, Public Law 91-123; Section 209 and Section 210 Public Law 92-65; and Sections 114 and 115, Public Law 94-188; 40 App. U.S.C. 211 and 214.

OBJECTIVES: To provide the people of the region with the basic facilities, equipment, and operating funds for training and education necessary to obtain employment at their best capability for available job opportunities, and to meet the objectives stated under the program entitled Appalachian Regional Development (23.001).

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Funds may be utilized for construction and equipment including supplemental grants and operation of publicly owned vocational education facilities and education demonstrations meeting the objectives stated above and the use and use restrictions detailed in the Applachian Regional Development program (23.001). JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States, and through the states, public educational institutions and private post- secondary institutions. Most of the proposals are for regional vocational-technical centers serving multicounty areas as well as several school districts. Education demonstration projects must be administered through a public body and be areawide in scope.

Beneficiary Eligibility: General public.

Credentials/Documentation: Projects must conform to the State Appalachian Plan and Investment Program which are submitted annually. Commission regulations require the Appalachian State Development Plan and Investment Program to be approved and submitted by the the Governors; due November 15. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: The State Alternate's Office is the coordinator for Appalachian investments. Preapplication conferences with the Appalachian local development district director or the State Alternate's Office can determine within a few weeks if the project can be related to the State Appalachian Development plan. The district director or State Alternate's Office will provide guidance on specific problems and technical assistance in the preparation of applications. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular A-95 (revised). An environmental impact statement is required for this program. The standard application forms as furnished by ARC and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: Applications must be submitted and approved by the State member of the Appalachian Regional Commission. All proposed projects must meet the requirements of the State Appalachian Plan and Investment Program which is to be submitted annually prior to November 15. Appalachian development project information and guidelines are available from the local development district director and the State Alternate's Office. Fully executed ARC Form 1 is required together with the basic agency form for construction and equipment projects. Executed ARC Form 3 is required for operation projects.

Award Procedure: Upon determination that the project is eligible within a Commission approved Appalachian State Development Plan and Investment Program, the Federal Cochairman determines that the project satisfies all Federal requirements. The Department of Health, Education, and Welfare is then notified and administers the grant, disburses funds, and makes notification of grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082. The Appalachian Regional Commission notifies Congressional offices and the office of the Governor of the grant approval.

Deadlines: None, except those imposed by each State and the general requirement of the Commission; that is, proposed projects shall be included in each of the State's approved project funding program which is submitted annually on or before November 15, and projects should be submitted to the Commission by June 15.

Range of Approval/Disapproval Time: 30 to 60 days after the receipt of the application at the Commission.

Appeals: None.

Renewals: Not applicable.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: For vocational education projects: the application of the Vocational Education Amendments of 1968 varies from State to State. See your Appalachian State Alternate's Office and your State vocational agency. For education demonstration projects: the applicant must provide 20 percent of construction and equipment costs. Full operating grants are provided for the first 2 years, and for the next 3 years the applicant must pay 25 percent of costs. Financing may be in combination with grants from other Federal sources, but total Federal share cannot exceed 80 percent of construction and equipment costs.

Length and Time Phasing of Assistance: For operation and demonstration projects, one year; continuation applications for additional periods of funding up to a maximum of 5 years may be submitted.

POST ASSISTANCE REQUIREMENTS:

Reports: For operation and demonstration projects, an interim progress report submitted six months prior to the end of the grant period, and a final report submitted within 90 days after the end of the grant period. Additional reports may be required by the State Education Agency and the Division of Vocational and Technical Education, Department of Health, Education and Welfare.

Audits: An additional audit may be required by the Commission.

Records: Same as Reports.

FINANCIAL INFORMATION:

Account Identification: 11-0090-0-1-452.

Obligations: (Grants) FY 77 $23,600,928; FY 78 est $21,153,600; and FY 79 est $22,000,000.

Range and Average of Financial Assistance: $2,364 to $750,000; $148,130.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, 62 construction projects and 25 additional operating and demonstration projects were approved. In fiscal 1978, an estimated 44 construction projects and 30 additional operating and demonstration projects will be approved. In fiscal year 1979, an estimated 40 construction projects and 35 additional operating and demonstration projects will be approved.

REGULATIONS, GUIDELINES, AND LITERATURE: "The Appalachian Regional Commission Code" (limited distribution); "Appalachian Regional Commission Project Preparation Instruction" (limited distribution); "Appalachia"- a journal devoted to the special problems of regional development, no charge; Annual Reports.

INFORMATION CONTACTS:

Regional or Local Office: Refer to address appendix.

Headquarters Office: Inquiries and proposals for projects should be submitted first to the Appalachian State office designated by the Governor. (See address appendix.) Other inquiries may be addressed to: Executive Director, Appalachian Regional Commission, 1666 Connecticut Avenue, N.W., Washington, DC 20235. Telephone: (202) 673-7874.

RELATED PROGRAMS: 13.493, Vocational Education-Basic Grants to States; 23.002, Appalachian Supplements to Federal Grant-in-Aid.

28.002 COASTAL PLAINS TECHNICAL AND PLANNING ASSISTANCE

(Technical Assistance Program)

FEDERAL AGENCY: COASTAL PLAINS REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 505 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Laws 90-103, 91-123, 93-46, 93-423, 94-188, and 94-487; 42 U.S.C. 3185.

OBJECTIVES: To evaluate the needs and develop the potentialities for economic growth of the Region through planning, investigations, studies, demonstration projects, and training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: To engage in: (1) investigations and studies which evaluate the needs of the region for economic development; (2) research and planning for developing the potentialities related to economic development; (3) demonstration projects and training programs which will further the purposes of the Act; and to provide administrative expense grants for substate planning and development organizations (including economic development districts). Demonstration projects and training programs, to the maximum extent possible, are carried out through the departments, agencies, or instrumentalities of the Federal Government or of State or local governments. All findings resulting from research and demonstration projects must be made available to the general public. Funds may not be used to cover the costs of work already performed or of services already provided.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Coastal Plains Region, alone or with another member State, as well as any political sub-divisions of the states, and agencies of State and local governments. For a list of the Region's designated counties see program 28.001.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Project proposal and approval of the Governor of the State in which the project is initiated. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement. The standard application forms as furnished by the CPRC agency and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Coastal Plains Regional Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Coastal Plains Regional Commission must review and approve the project. The Federal Co- chairman determines that the project satisfies all Federal requirements. The Coastal Plains Regional Commission makes notification of the award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: All applications must be received in the Commission Offices by May 15 to be considered for funding in the succeeding fiscal year.

Range of Approval/Disapproval Time: 60 to 90 days.

Appeals: None.

Renewals: Yes, processed in the same manner as the original application.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None. Can fund up to 100 percent of the technical assistance project cost, based on applicant's ability to provide matching funds.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant or contract will be returned to the Commission. Prior to the termination date, the Commission may extend the grant or contract with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: A member of the Commission staff is designated as project coordinator to maintain liaison with the contractor and to monitor and evaluate progress and performance under the contract.

Audits: All records relating to the contract are subject to audit by the Commission, the Federal Co-chairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States.

Records: As required by the terms of the contract.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 $7,947,012; FY 78 est $2,443,178; and FY 79 est $2,843,000.

Range and Average of Financial Assistance: $2,500 to $450,000, 45,000.

PROGRAM ACCOMPLISHMENTS: During fiscal year 1977, technical assistance and demonstration grants will continue to emphasize a broad range of activities in planning and development related to marine resources, tourism, agriculture and forestry and environmental affairs.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 550; Coastal Plains Regional Commission Brochure.

INFORMATION CONTACTS:

Regional or Local Office: James W. Butler, Executive Director, Coastal Plains Regional Commission, 215 East Bay Street, Charleston, South Carolina 29401. Telephone: (803) 723-5326.

Headquarters Office: Federal Cochairman, Coastal Plains Regional Commission, Suite 413, 1725 K Street, N.W., Washington, DC 20006. Telephone: (202) 634-3910.

RELATED PROGRAMS: 23.011, Appalachian State Research, Technical Assistance, and Demonstration Projects; 38.002, Four Corners Technical and Planning Assistance; 48.002, New England Technical and Planning Assistance; 52.002, Ozarks Technical and Planning Assistance; 63.002, Upper Great Lakes Technical and Planning Assistance; 75.002, Old West Technical and Planning Assistance; 76.002, Pacific Northwest Technical and Planning Assistance.

28.003 COASTAL PLAINS SUPPLEMENTS TO FEDERAL GRANT-IN-AID

(Supplemental Grant Program)

FEDERAL AGENCY: COASTAL PLAINS REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 509 of Public Works and Economic Development Act of 1965; Public Law 89-136 as amended by Public Laws 90-103, 91-123, 93-46, 93-423, 94-188, and 94-487; 42 U.S.C. 3188a.

OBJECTIVES: To enable states and other entities to take maximum advantage of Federal grant-in-aid programs for the construction or equipping of facilities or the acquisition of land.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Grant-in-aid supplements provide a portion of the local share of Federal grant-in- aid programs for the construction or equipping of facilities or the acquisition of land when the community, because of its economic situation, cannot supply the matching share. When in a fiscal year the basic grant agency has expended all its program funds and certifies that the proposed project could be approved if funds were available, the commission may provide all or any portion of the basic Federal contribution. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States and other entities within the region which are eligible applicants under the Federal Grant-In-Aid Program. Designated counties within the states of Georgia, North Carolina, South Carolina, Florida and Virginia.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Copy of basic grant application, plus CPRC application. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Through Governor's representative for CPRC affairs. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Supplements to Federal grant-in-aid programs will be subject to review under procedures specified in Part I of OMB Circular No. A-95 (revised) and applicable to the basic grant agency. Where the basic agency certifies a proposed project would be approved but that funds are not available and, thereupon the Commission can make the basic grant, that basic grant will be subject to Part I, OMB Circular No. A-95 (revised) Review.

Application Procedure: Apply for basic Federal grant-in-aid with appropriate Federal agency and obtain determination of distribution of Federal and local share of project financing. Project application must be approved by Governor of State in which the project is located. Applicant applies through the Governor's Office for Commission assistance to meet with local share requirements. Upon State approval, the Commission considers and determines level of participation in project.

Award Procedure: Commission notifies applicant. Federal Co-chairman notifies basic grant agency of Commission's approval to assist. Basic grant agency makes award of basic grant according to its own awarding procedures. Notification of award is made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: All applications must be recieved in the Commission Offices by May 15 to be considered for funding in the succeeding fiscal year.

Range of Approval/Disapproval Time: 60 to 90 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Total Federal assistance cannot exceed 80 percent of eligible project costs. The State or community must finance the remaining project costs, not less than 20 percent.

Length and Time Phasing of Assistance: In the event that the work intended to be financed by a supplementary grant is not completed or committed by contract within the time limit specified in the grant offer, the Commission reserves the right at the Federal Co-chairman's option to terminate the supplementary grant and all obligations thereunder.

POST ASSISTANCE REQUIREMENTS:

Reports: As required by basic grant agency.

Audits: All records relating to the grant are subject to audit by the basic Federal agency, the Regional Commission and by the Comptroller General of the United States, or their designee(s).

Records: As necessary for above mentioned audit.

FINANCIAL INFORMATION:

Account Identification: 13-2100-0-1-452.

Obligations: (Grants) FY 77 $2,798,946; FY 78 est $4,928,323; and FY 79 est $4,307,000.

Range and Average of Financial Assistance: $26,300 to $1,000,000; $150,000.

PROGRAM ACCOMPLISHMENTS: During fiscal year 1977 supplemental grant projects will emphasize the construction of vocational educational training facilities sewer and water extensions serving industrial sites and major tourist attractions.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 560; CPRC Resolution No. 10, April 30, 1968; application for CPRC supplemental grant; CPRC brochure.

INFORMATION CONTACTS:

Regional or Local Office: James W. Butler, Executive Director, Coastal Plains Regional Commission, 215 Bay Street, Charleston, South Carolina 29401. Telephone: (803) 723-5326.

Headquarters Office: Federal Co-chairman, Coastal Plains Regional Commission, 1725 K Street, N.W., Suite 413, Washington, DC 20006. Telephone: (202) 634-3910.

RELATED PROGRAMS: 23.002, Appalachian Supplements to Federal Grant-in-Aid (Community Development); 38.003, Four Corners Supplements to Federal-Grant-in-Aid; 48.003, New England Supplements to Federal Grant-in-Aid; 52.003, Ozarks Supplements to Federal Grant-in-Aid; 63.003, Upper Great Lakes Supplements to Federal Grant-in- Aid.

28.004 COASTAL PLAINS REGIONAL TRANSPORTATION

FEDERAL AGENCY: COASTAL PLAINS REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 513 of the Public Works and Economic Development Act of 1965; Public Law 89- 136, as amended by Public Law 94-188; 42 U.S.C. 3192.

OBJECTIVES: To develop through meaningful planning the proper mix of all transportation modes which best serve the economic, social, and environmental interests of the Region.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTION: The grants may be used for planning regional transportation networks, purchase of equipment, construction, and operation (including payment of operating deficits) of demonstration projects. Total Commission expenditures in transportation demonstration projects under Section 513 may not exceed $5 million in any 1 year. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Region, alone or with another member State, as well as any political subdivision of the states. Agencies of State and local governments. Local multijurisdictional or State public transportation authorities. State or federally licensed or certificated common carriers that the Commission may approve. Other institutions or organizations permitted by law and approved by the Commission.

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. This program requires the submission of an environmental impact statement. The standard application forms as furnished by the Commission and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised).

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Commission makes notification of the awards to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: All applications must be received in the Commission offices by May 15 to be considered for funding in the succeeding fiscal year.

Range of Approval/Disapproval Time: Between 60 to 90 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The applicant must provide 20 percent of any construction or equipment costs. Financing may be in combination with grants from other Federal sources. The total Federal share cannot exceed 80 percent for construction projects.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant will be returned to the Commission. Prior to the termination date, the Commission may extend the grant with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: To be determined by provisions of the grant.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States, shall have access for the purpose of audit and examination.

Records: The grantee shall keep records for not less than 3 years which fully disclose the purpose, amount and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants) FY 77 $0; FY 78 $100,000; and FY 79 est $100,000.

Range and Average of Financial Assistance: $10,000 to $25,000; $20,000.

PROGRAM ACCOMPLISHMENTS: During fiscal year 1977, technical assistance grants will emphasize planning for the transportation needs of the Coastal Plains Region and determining the effectiveness of various systems.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 551.

INFORMATION CONTACTS:

Regional or Local Office: James Butler, Executive Director, Coastal Plains Regional Commission, 215 East Bay St., Charleston, SC 29401. Telephone: (803) 723-5326.

Headquarters Office: Federal Cochairman, Coastal Plains Regional Commission, Suite 413, 1723 K Street, N.W., Washington, DC 20006. Telephone: (202) 634-3910.

RELATED PROGRAMS: 38.004, Four Corners Regional Transportation; 48.004, New England Regional Transportation; 52.004, Ozarks Regional Transportation; 63.004, Upper Great Lakes Regional Transportation; 76.004, Pacific Northwest Regional Transportation.

28.008 COASTAL PLAINS EDUCATION DEMONSTRATION PROJECTS

FEDERAL AGENCY: COASTAL PLAINS REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 517 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Law 94-188; 42 U.S.C. 3196.

OBJECTIVES: To expand the opportunities for people in the Region to obtain vocational and technical training and to tailor vocational courses to current and projected job market needs and on a more general basis, throughout the Nation.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTION: Grants may be used for planning, constructing, equipping, and operating vocational and technical education projects which serve to demonstrate areawide educational planning, services and programs. No grant for planning, construction, operation or equipment of a vocational technical education demonstration project shall be made unless the facility is publicly owned. No grant for the operation of a vocational and technical education project shall be made for more than 5 years following the initial grant for operation of the project. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Region, alone or with another member State, as well as any political subdivision of the states; Agencies of State and local governments; and other institutions or organizations permitted by the law and approved by the Commission.

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive ecnomic development plan. Applications are subject to State and arewide Clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement.

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. In accordance with procedures worked out between the Commission and the Department of Health, Education and Welfare, the Department administers the grant, disburses funds, and makes notification of award approval to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: All applications must be received in Commission offices by May 15 to be considered for funding in the succeeding fiscal year.

Range of Approval/Disapproval Time: Between 60 to 90 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The Federal share for planning grants is limited to 75 percent of the cost; for construction or equipment grants it is limited to 80 ercent of the cost; for operating grants it may be up to 100 percent of the costs for the first two years ad up to 75 percent for the following three years of operation. Financing may be in combination with grant from other Federal sources, but the total Federal share may not exceed the maximum percentage authorized by Section 517 of the Act.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant will be returned to the Commission. Prior to the termination date, the Commission may extend the grant with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: Reporting and performance monitoring as required by the Commission and HEW.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, HEW, and the Comptroller General of the United States shall have access for the purpose of audit and examination.

Records: The grantee shall keep records for not less than 3 years which fully disclose the purpose, amount, and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants) FY 77 $0, FY 78 $980,000; and FY 79 est $1,000,000.

Range and Average of Financial Assistance: $10,000 to $15,000; $12,000.

PROGRAM ACCOMPLISHMENTS: During the fiscal year technical assistance grants will be considered for a broad range of projects related to planning, equipping and operating vocational and technical education facilities.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 554.

INFORMATION CONTACTS:

Regional or Local Office: James Butler, Executive Director, Coastal Plains Regional Commission, 215 East Bay St., Charleston, SC 29401. Telephone (803) 723-5326.

Headquarters Office: Federal Cochairman, Coastal Plains Regional Commission, Suite 413, 1725 K St., N.W., Washington, DC 20006. Telephone: (202) 634-3910.

RELATED PROGRAMS: 23.012, Appalachian Vocational and Other Education Facilities and Operations; 63.008 Upper Great Lakes Education Demonstration Projects; 76.008, Pacific Northwest Education Demonstration Projects.

38.002 FOUR CORNERS TECHNICAL AND PLANNING ASSISTANCE

(Technical Assistance Program)

FEDERAL AGENCY: FOUR CORNERS REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 505 of Public Works and Economic Development Act of 1965; Public Law 89-136 as amended by Public Law 90-103, Public Law 91-123, Public Law 93-46, Public Law 93-423, Public Law 94-188, and Public Law 94-487; 42 U.S.C. 3185.

OBJECTIVES: To evaluate the needs of and develop the potentialities for the economic growth of the region through planning, investigations, studies, demonstration projects, and training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: To engage in: (1) investigations and studies which evaluate the needs of the region for economic development; (2) research and planning for developing the potentialities related to economic development; (3) demonstration projects and training programs which will further the purposes of the Act; and to provide administrative expense grants for substate planning and development organizations (including economic development districts). Demonstration projects and training programs, to the maximum extent possible, are carried out through the departments, agencies, or instrumentalities of the Federal Government or of State or local governments. All findings resulting from reseach and demonstration projects must be made available to the general public. Funds may not be used to cover the costs of work already performed or of services already provided.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Four Corners region, alone or with another member State, as well as any political sub-divisions of the states, and agencies of State and local governments.

Beneficiary eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Applicant must describe project fully, give a summary of the manner in which the project will be financed, provide a detailed economic justification for the proposal, and certify compliance with various statutory requirements of program. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. The standard application forms as furnished by the FCRC and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement.

Application Procedures: The applicant submits the request for assistance through the Governor's representative to the Four Corners Regional Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Four Corners Regional Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Four Corners Regional Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: 30 to 60 days.

Appeals: None.

Renewals: Yes, processed in the same manner as the original application.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None, however applicant is encouraged to provide a portion of the total project cost from local or State sources.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant will be returned to the Commission. Prior to the termination date, the Commission may extend the grant for a period not to exceed one additional quarter of a fiscal year provided the funds have been committed.

POST ASSISTANCE REQUIREMENTS:

Reports: A member of the Commission staff is designated as project coordinator to maintain liaison with the contractor and monitor and evaluate progress and performance under the contract.

Audits: All records relating to the contract are subject to audit by the Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and The Comptroller General of the United States.

Records: As required by the terms of the contract.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 $3,379,924; FY 78 est $2,860,585; and FY 79 est $1,720,000.

RANGE AND AVERAGE of FINANCIAL ASSISTANCE: $1,000 to $200,000; $34,000.

PROGRAM ACCOMPLISHMENTS: Emphasis in both fiscal year 1978 and fiscal year 1979 will be in Natural Resources (both resource development and energy/water conservation); public facility construction assistance for energy or other growth impacted communities; and assistance to substate planning units in the Region.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 550; Handbook: Grant Program for Technical Assistance, Demonstration, and Training Projects, Four Corners Regional Comission.

INFORMATION CONTACTS:

Regional or Local Office: Paul Mackey, Four Corners Regional Commission, 2350 Alamo S.E., Suite 303, Albuqueroque, NM 87106. Telephone: (505) 766-2990, FTS 474-2990; Four Corners Regional Commission; 2000 Federal Office Building; 230 North 1st Ave., Phoenix, AZ 85025; Telephone: (602) 261-3361. FTS 261-3361, State Alternates: J. Morris Richards, Office of the Governor, State Capitol, Phoenix, AZ 85007. Telephone: (602) 271-4331; Ivo Roospold, Office of Rural Development, 523 State Centennial Building, Denver, CO 80203. Telephone: (303) 839-3570; Carol Hawks, Department of Economic Development, State Mail Complex, 2501 E. Sahara, Las Vegas, NV 89104. Telephone: (702) 385-0128; Leo Murphy, FCRC Alternate P.O. Box 4248, Santa Fe, NM 87501. Telephone: (505) 827-2014; E. Bruce Armstrong, Department of Development Services, 420 State Captiol Building, Salt Lake City City, UT 84114. Telephone: (801) 533-5872.

Headquarters Office: Paul Mackey, Executive Director, Four Corners Regional Commission, 2350 Alamo S.E., Suite 303, Albuquerque, NM 87106. Telephone: (505) 766-2990.

RELATED PROGRAMS: 23.011, Appalachian State Research, Technical Assistance and Demonstration Projects; 28.002, Coastal Plains Technical and Planning Assistance; 48.002, New England Technical and Planning Assistance; 52.002, Ozarks Technical and Planning Assistance; 63.002, Upper Great Lakes Technical and Planning Assistance; 75.002, Old West Technical and Planning Assistance; 76.002, Pacific Northwest Technical and Planning Assistance.

38.003 FOUR CORNERS SUPPLEMENTS TO FEDERAL GRANT-IN-AID

(Supplemental Grant Program)

FEDERAL AGENCY: FOUR CORNERS REGIONAL COMMISSIO

AUTHORIZATION: Title V, Section 509 of Public Works an Economic Development Act of 1965; Public Law 89-136 amended by Public Law 90-103, Public Law 91-123; Public La 93-46; Public Law 93-423; Public Law 94-188 and Public La 94-487; 42 U.S.C. 3188 (a).

OBJECTIVES: To enable states and other entities to take maximu advantage of Federal grant-in-aid programs for the constructio or equipping of facilities or the acquisition of land.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Grant-in-aid supplements provide a portion of the local share of Federal grant-in- aid programs for the construction or equipping of facilities or the acquisition of land when the community, because of its economic situation, cannot supply the matching share. When, in a fiscal year, the basic grant agency has expended its program monies but certifies that a specific project could be approved if funds were available, the Commission may provide all or any portion of the Federal contribution to that project. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: State and other entities within the Region which are eligible applicants under basic Federal Grant-In-Aid Program. Region covers the states of Arizona, Colorado, New Mexico, Utah, and Nevada.

Beneficiary Eligibility: Project must benefit one of public units described above, and not a single user.

Credentials/Documentation: Applicant must describe project fully, give a summary of the manner in which the project will be financed, provide a detailed economic justification for the proposal, and certify compliance with various statutory requirements of the program. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Conference before formal application submission. The Standard application forms as furnished by the OMB Circular No. A-102 must be used for this program. Supplements to Federal grant-in-aid programs will be subject to review under procedures specified in Part I, Attachment A of OMB Circular No. A-95 (Revised) and applicable to the basic grant agency. Where the basic agency certifies a proposed project would be approved but that funds are not available and, thereupon, the Commission can make the basic grant, that basic grant will be subject to Part I, OMB Circular No. A-95 (revised) Review.

Application Procedure: Apply for basic Federal grant-in-aid with appropriate Federal agency and obtain determination of distribution of Federal and local share of project financing. Project application must be approved by Governor of State in which the project is located. Applicant applies through the Governor's Office for Commission assistance to meet with local share requirements. Upon State approval, the Commission considers and determines level of participation in project.

Award Procedure: Governor of State affected notifies applicant. Federal Co-chairman notifies basic grant agency of Commission's approval to assist. Basic grant agency makes award of basic grant according to its own awarding procedures. Notification of award is made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: 30 to 60 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Total Federal assistance cannot exceed 80 percent of eligible project costs. The State or community must finance the remaining project costs, not less than 20 percent.

Length and Time Phasing of Assistance: In the event that the work intended to be financed by a supplementary grant shall not have been completed or committed by contract within the time limit specified in the grant offer, the Commission reserves the right at the Federal Co-chairman's option to terminate the supplementary grant and all obligations thereunder.

POST ASSISTANCE REQUIREMENTS:

Reports: As required by basic grant agency and the Commission.

Audits: All records relating to the grant are subject to audit by the basic Federal agency, the Regional Commission and by the Comptroller General of the United States, or their designee(s).

Records: As necessary for above-mentioned audit.

FINANCIAL INFORMATION:

Account Identification: 13-2100-0-1-452.

Obligations: (Grants) FY 77 $5,125,661; FY 78 est $4,287,426; and FY 79 est $4,113,000.

Range and Average of Financial Assistance: $1,000 to $300,000; $80,000.

PROGRAM ACCOMPLISHMENTS: Emphasis in both fiscal year 1978 and fiscal year 1979 will be in (1) public facility construction assistance for energy or other growth impacted communities; (2) energy conservation and alternative energy source projects; and (3) assistance to substate planning units in Region.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 560; Application Procedures for Four Corners Regional Commission Development Grant Program available at Four Corners Regional Commission, Petroleum Plaza Building, Farmington, NM 87401.

INFORMATION CONTACTS:

Regional or Local Office: Paul Mackey, Four Corners Regional Commission, 2350 ALamo, S.E, Suite 303, Albuquerque, NM E7106, Telephone: (505) 766-2990; FTS 474-2990 Four Corners Regional Commission, 2000 Federal Building, 230 North 1st Ave., Phoenix, AZ 85025, Telephone: (602) 261-3361; State Alternates: J. Morris Richards, Office of the Governor, State Capitol Building, Phoenix, AZ 85007, Telephone: (602) 271-4331; Ivo Roospold, Office of Rural Development, 523 State Centennial Building, Denver, CO 80203, Telephone: (303) 839-3570; Carol Hawks, Department of Economic Development, State Mail Comlex, 2501 E. Sahara, Las Vegas, NV 89158, Telephone: (702) 385-0128; Leo Murphy, FCRC Alternate, P.O. Box 4248, Santa Fe, NM 87501, Telephone: (505) 827-2014; E. Bruce Armstrong, Department of Development Services, 420 State Capitol Bldg., Salt Lake City, UT 84114, Telephone: (801) 533-5872.

Headquarters Office: Norris C. Ellerton, Special Assistance for Field Activities, Four Corners Regional Commission, 2000 Federal Building, 230 North First Avenue, Phoenix, AZ 85025. Telephone: (602) 261-3361 (FTS 261-3361).

RELATED PROGRAMS: 23.001, Appalachian Regional Development; 28.001, Coastal Plains Regional Economic Development; 48.001, New England Regional Economic Development; 52.001, Ozarks Regional Economic Development; 63.001, Upper Great Lakes Regional Economic Development.

38.004 FOUR CORNERS REGIONAL TRANSPORTATION

FEDERAL AGENCY: FOUR CORNERS REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 513 of the Public Works and Economic Development Act of 1965; Public Law 89- 136, as amended by Public Law 94-188; 42 U.S.C. 3192.

OBJECTIVES: To develop through meaningful planning the proper mix of all transportation modes which best serve the economic, social, and environmental interests of the Region.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: The grants may be used for planning regional transportation networks, purchase of equipment, construction, and operation (including payment of operating deficits) of demonstration projects. Total Commission expenditures in transportation demonstration projects under Section 513 may not exceed $5 million in any 1 year. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Region, alone or with another member State, as well as any political subdivision of the states; agencies of State and local governments; local multijurisdictional or State public transportation authorities; State or federally licensed or certificated common carriers that the Commission may approve; and other institutions or organizations permitted by law and approved by the Commission.

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. This program requires the submission of an environmental impact statement. The standard application forms as furnished by the Commission and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A- 95 (revised).

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: This information is not yet available.

Appeals: None.

Renewals: This information is not yet available.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The applicant must provide 20 percent of any construction or equipment costs. Financing may be in combination with grants from other Federal sources. The total Federal share cannot exceed 80 percent for construction projects.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant will be returned to the Commission. Prior to the termination date, the Commission may extend the grant with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: To be determined by provisions of the grant.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States, shall have access for the purpose of audit and examination.

Records: The grantee shall keep records for not less than 3 years which fully disclose the purpose, amount and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants) FY 77 $410,000; FY 78 $400,000; FY 79 est $180,00[illegible]

Range and Average of Financial Assistance: $1,000 to $140,000; $20,000.

PROGRAM ACCOMPLISHMENTS: Emphasis on medical transportation systems and improving air service to smaller communities in the Region.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 551.

INFORMATION CONTACTS:

Regional or Local Office: Commission Office: Paul Mackey, Four Corners Regional Commission, 2350 Alamo S.E., Suite 303, Albuquerque, NM 87106. Telephone: (505) 766-2990; FTS 474-2990.

Headquarters Office: State Offices: Ivo Roospold, Department of Local Affairs, 523 State Centennial Bldg., Denver, CO 80203. Telephone: (303) 839-3570. Carol Hawks, State Mail Complex, 2501 E. Sahara, Las Vegas, NV 89158. Telephone: (702) 385-0128. Leo Murphy, FCRC Alternate to Governor, P.O. Box 4248, Santa Fe, NM 87501. Telephone: (505) 827-2014. E. Bruce Armstrong, Department of Development Services, State Capitol Building, Room 104, Salt Lake City, UT 84114. Telephone: (801) 533-5872. Federal Offices: Norris C. Ellertson, Four Corners Regional Commission, 230 N. First Avenue, Room 2000, Phoenix, AZ 85025. Telephone: (602) 261-3361. Nancy A. Brooks, T/A and Planning, Four Corners Regional Commission, Room 1898-C Main Commerce Bldg., Washington, DC 20230. Telephone: (202) 377-5534. Commission Office: Paul E. Mackey, Executive Director, Four Corners Regional Commission, 2350 Alamo S.E., Suite 303, Albuquerque, NM 87106. Telephone: (505) 766-2290.

RELATED PROGRAMS: 48.004, New England Regional Transportation; 52.004, Ozarks Regional Transportation; 63.004, Upper Great Lakes Regional Transportation; 76.004, Pacific Northwest Regional Transportation.

48.002 NEW ENGLAND TECHNICAL AND PLANNING ASSISTANCE

(Technical Assistance Program)

FEDERAL AGENCY: NEW ENGLAND REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 505 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Laws 90-103, 91-123, 93-46, 93-423, 94-188 and 94-487; 42 U.S.C. 3185.

OBJECTIVES: To evaluate the needs of and develop the potentialities for the economic growth of the Region through planning, investigations, studies, demonstration projects, and training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: To engage in: (1) investigations and studies which evaluate the needs of the Region for economic development (2) research and planning for developing the potentialities related to economic development; (3) demonstration projects and training programs which will further the purposes of the Act; and to provide administrative expense grants for substate planning and development organizations (including economic development districts). Demonstration projects and training programs, to the maximum extent possible, are carried out through the departments, agencies, or instrumentalities of the Federal Government or of State or local governments. All findings resulting from research and demonstration projects must be made available to the general public. Funds may not be used to cover the costs of work already performed or of services already provided.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the New England Region, alone or with another member State, as well as any political sub-divisions of the states and agencies of State and local governments.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Project proposal and approval of the Governor of State in which project is to be located. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive development plan and fiscal year program budget priorities as established by the Commission annually. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement. The standard application forms as furnished by the NERC and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the New England Regional Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The New England Regional Commission must review and approve the project. The Federal Co- chairman determines that the project satisfies all Federal requirements. The New England Regional Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: 60 to 90 days.

Appeals: None.

Renewals: Yes, processed in the same manner as the original application.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant or contract will be returned to the Commission. Prior to the termination date, the Commission may extend the grant or contract with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: A member of the Commission staff is designated as project coordinator to maintain liaison with the contractor and to monitor and evaluate progress and performance under the contract.

Audits: All records relating to the contract are subject to audit by the Commission, the Federal Co-chairman of the Commission, the Secretary of Commerce and the Comptroller General of the United States.

Records: As required by the terms of the contract.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 $7,031,843; FY 78 est $9,580,000; and FY 79 est $7,691,000.

Range and Average of Financial Assistance: $6,000 to $555,000; $107,000.

PROGRAM ACCOMPLISHMENTS: Effort are concentrated in three priority areas of energy, transportation and commercial/industrial development. Continued implementation of 5-year program to rehabilitate elements of new England rail system in partnership with State and private rail companies. Implementation of a first-of-its- kind energy policy for the region that (1) extends the life of scarce fuels, (2) reduces region's dependence of oil, (3) increases the use of renewable resources, (4) relates New England closer to the supply and price decisions taken outside of New England, (5) minimizes the price of energy, and (6) accelerates the development of a New England energy industry. The creation of a Planning Research and Evaluation System that will seek not only to monitor the economy but also to measure the impact of Federal programs and the interaction between these programs. The existence of an interdisciplinary energy staff utilizing complimentary legal, economic and technical expertise which follows, as well as anticipates, major Federal energy proposals and legislation. The staff also provides analyses of alternative policies to the New England Governors and the New England delegation to provide the bases for either supporting or seeking modification of Federal actions which impact on the Region. The formation of a major analysis directed at the feasibility of restructuring the rail industry to [illegible]ove levels of service and to determine whether or not the in[illegible] can remain viable.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 550; Annual Report, Regional Development Plan, "Monthly Highlights," "Highlights of Legislation.'

INFORMATION CONTACTS:

Regional or Local Office: Office of the Federal Co-chairman, 53 State St., Suite 400, Boston, MA 02109. Telephone: (617) 223-6045.

Headquarters Office: Office of the Federal Co-chairman, New England Regional Commission, Room 2606, Main Commerce Building, Washington, DC 20230. Telephone: (202) 377-4343.

RELATED PROGRAMS: 23.011, Appalachian State Research, Technical Assistance and Demonstration Projects; 28.002, Coastal Plains Technical and Planning Assistance; 38.002, Four Corners Technical and Planning Assistance; 58.002, Ozarks Technical and Planning Assistance; 63.002, Upper Great Lakes Technical and Planning Assistance; 75.002, Old West Technical and Planning Assistance; 76.002, Pacific Northwest Technical and Planning Assistance.

48.003 NEW ENGLAND SUPPLEMENTS TO FEDERAL GRANT-IN-AID

(Supplemental Grant Program)

FEDERAL AGENCY: NEW ENGLAND REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 509 of Public Works and Economic Development Act of 1965; Public Law 89-136 as amended by Public Law 90-103, Public Law 91-123; Public Law 93-46, Public Law 93-423, Public Law 94-188 and Public Law 94-487; 42 U.S.C. 3181 et seq.

OBJECTIVES: To enable states and other entities to take maximum advantage of Federal grant-in-aid programs for the construction or equipping of facilities or the acquisition of land.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Grant-in-aid supplements provide a portion of the local share of Federal grant-in- aid programs for the construction or equipping of facilities or the acquisition of land when the community, because of its economic situation, cannot supply the matching share. When, in a fiscal year, the basic grant agency has expended its program monies but certifies that the proposed project could be approved if funds were available, the Commission may provide all or any portion of the basic Federal contribution. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States and other entities within the region which are eligible applicants under the basic Federal Grant-In-Aid Program. The New England Region covers the states of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Any finding, report, certification, or documentation required to be submitted to the head of the Department, agency or instrumentality of the Federal Government responsible for the administration of the basic Federal grant-in-aid program shall be accepted by the Federal Co-chairman with respect to a supplemental grant for any project under such program. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Supplements to Federal grant-in-aid programs will be subject to review under procedures specified in Part I, Attachment A of OMB Circular No. A-95 (Revised) and applicable to the basic grant agency. Where the basic agency certifies a proposed project would be approved but that funds are not available and, thereupon, the Commission can make the basic grant, that basic grant will be subject to Part I, OMB Circular No. A-95 (revised) review.

Application Procedure: Apply for basic Federal grant-in-aid with appropriate Federal agency and obtain determination of distribution of Federal and local share of project financing. Project application must be approved by Governor of State in which the project is located. Applicant applies through the Governor's Office for Commission assistance to meet with local share requirements. Upon State approval, the Commission considers and determines level of participation in project.

Award Procedure: Commission notifies applicant. Federal Co-chairman notifies basic grant agency of Commission's approval to assist. Basic grant agency makes award of basic grant according to its own awarding procedures. Notification of award is made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082 by the basic grant agency.

Deadlines: None.

Range of Approval/Disapproval Time: 30 to 90 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Total Federal assistance cannot exceed 80 percent of eligible project costs. The State or community must finance the remaining project costs, not less than 20 percent.

Length and Time Phasing of Assistance: In the event that the work intended to be financed by a supplementary grant shall not have been completed or committed by contract within the time limit specified in the grant offer, the Commission reserves the right at the Federal Co-chairman's option to terminate the supplementary grant and all obligations thereunder.

POST ASSISTANCE REQUIREMENTS:

Reports: As required by basic grant agency.

Audits: All records relating to the grant are subject to audit by the basic Federal agency, the regional commission and by the Comptroller General of the United States, or their designee(s).

Records: As necessary for above-mentioned audit.

FINANCIAL INFORMATION:

Account Identification: 13-2100-0-1-452.

Obligations: (Grants) Not separately identifiable.

Range and Average of Financial Assistance: Not calculated.

PROGRAM ACCOMPLISHMENTS: Fiscal year 1975 funds allocated to technical assistance and demonstration projects, 48.002. No supplemental grants anticipated in fiscal year 1977, and fiscal year 1978.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 560; Annual Report, Regional Development Plan, Monthly Highlights, "Highlights of Legislation."

INFORMATION CONTACTS:

Regional or Local Office: Office of the Federal Co-chairman, New England Regional Commission, 53 State St., Suite 400, Boston, MA 02109. Telephone: (617) 223-6045.

Headquarters Office: Office of the Federal Co-chairman, New England Regional Commission, Room 2606, Main Commerce Building, Washington, DC 20230. Telephone: (202) 377-4343.

RELATED PROGRAMS: 23.001, Appalachian Regional Development; 28.001, Coastal Plains Regional Economic Development; 38.001, Four Corners Regional Economic Development; 52.001, Ozarks Regional Economic Development; 63.001, Upper Great Lakes Regional Economic Development.

48.004 NEW ENGLAND REGIONAL TRANSPORTATION

FEDERAL AGENCY: NEW ENGLAND REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 513 of the Public Works and Economic Development Act of 1965; Public Law 89- 136, as amended by Public Law 94-188; 42 U.S.C. 3192.

OBJECTIVES: To develop through meaningful planning the proper mix of all transportation modes which best serve the economic, social, and environmental interests of the Region.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: The grants may be used for planning regional transportation networks, purchase of equipment, construction, and operation (including payment of operating deficits) of demonstration projects. Total Commission expenditures in transportation demonstration projects under Section 513 may not exceed $5 million in any 1 year. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Region, alone or with another member State, as well as any political subdivision of the states; agencies of State and local governments; local multijurisdictional or State public transportation authorities; State or federally licensed or certificated common carriers that the Commission may approve; and other institutions or organizations permitted by law and approved by the Commission.

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. This program requires the submission of an environmental impact statement. The standard application forms as furnished by the Commission and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A- 95 (revised).

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: Between 60 to 90 days.

Appeals: None.

Renewals: Information not yet available.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The applicant must provide 20 percent of any construction or equipment costs. Financing may be in combination with grants from other Federal sources. The total Federal share cannot exceed 80 percent for construction projects.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant will be returned to the Commission. Prior to the termination date, the Commission may extend the grant with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: To be determined by provisions of the grant.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States, shall have access for the purpose of audit and examination.

Records: The grantee shall keep records for not less than 3 years which fully disclose the purpose, amount and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants) FY 77 $3,360,000; FY 78 est $3,000,000; and FY 79 est $2,750,000.

Range and Average of Financial Assistance: $30,000 to $650,000; $170,000.

PROGRAM ACCOMPLISHMENTS: Rail rehabilitation program has upgraded strategic parts of the regional rail system through employment of additional personnel to supplement other public and private program. Four hundred previously unemployed persons are annually employed by this program.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 551.

INFORMATION CONTACTS:

Regional or Local Office: 53 State Street, Suite 400, Boston, MA 02109. Telephone: (617) 223-6045.

Headquarters Office: Main Commerce Building, Room 2606, Washington, DC 20230. Telephone: (202) 377-4343.

RELATED PROGRAMS: 28.004, Coastal Plains Regional Transportation; 38.004, Four Corners Regional Transportation; 52.004, Ozarks Regional Transportation; 63.004, Upper Great Lakes Regional Transportation; 76.004, Pacific Northwest Regional Transportation.

52.002 OZARKS TECHNICAL AND PLANNING ASSISTANCE

(Technical Assistance Program)

FEDERAL AGENCY: OZARKS REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 505 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Laws 90-103, 91-123, 93-46, 93-423, 94-188 and 94-487; 42 U.S.C. 3185.

OBJECTIVES: To evaluate the needs of and develop the potentialities for the economic growth of the Region through planning, investigations, studies, demonstration projects, and training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: To engage in: (1) investigations and studies which evaluate the needs of the Region for economic development; (2) research and planning for developing the potentialities related to economic development; (3) demonstration projects and training programs which will further the purposes of the Act; and to provide administrative expense grants for substate planning and development organizations (including economic development districts). Demonstration projects and training programs, to maximum extent possible, are carried out through the departments, agencies, or instrumentalities of the Federal Government or of State or local governments. All findings resulting from research and demonstration projects must be made available to the general public. Funds may not be used to cover the costs of work already performed or of services already provided.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Ozarks Region, alone or with another member State, as well as any political sub-division of the states, and agencies of State and local governments.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentations: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Ozarks Regional Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Ozarks Regional Commission must review and approve the project. The Federal Co-chairman determines that the project satisfies all Federal requirements. The Ozarks Regional Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: 30 to 60 days.

Appeals: None.

Renewals: Yes, processed in the same manner as the original application.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant or contract will be returned to the Commission. Prior to the termination date, the Commission may extend the grant or contract for a period not to exceed one additional quarter of a fiscal year provided the funds have been committed.

POST ASSISTANCE REQUIREMENTS:

Reports: A member of the Commission staff is designated as project coordinator to maintain liaison with the contractor and to monitor and evaluate progress and performance under the contract.

Audits: All records relating to the contract are subject to audit by the Commission, the Federal Co-chairman of the Commission, the Secretary of Commerce, and Comptroller General of the United States.

Records: As required by the terms of the contract.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 $2,592,445; FY 78 est $2,048,729; and FY 79 est $3,414,000.

Range and Average of Financial Assistance: $1,500 to $250,000; $35,000.

PROGRAM ACCOMPLISHMENTS: In fiscal years 1977 and 1978 the commission completed regional analyses with recommendations on energy, air transportation, and railroad revitalization together with launching regional technical assistance programs in tourism and export development. In addition, high priority projects involving new industrial sites and technical education centers were completed. In fiscal year 1978 and 1979 the commission will undertake new demonstration projects in the fields of energy, health, and transportation.

REGULATIONS, GUIDELINES, AND LITERATURE: 13. CFR 550; Contact the Ozarks Regional Commission, 1100 North University, Suite 109, Little Rock, AR 72207. Telephone: (501) 378-5905. FTS 8-740-5905.

INFORMATION CONTACTS:

Regional or Local Office: Initial contacts for technical assistance applications should be made with the Office of the Governor of each of the five states of Arkansas, Kansas, Louisiana, Missouri, and Oklahoma, or to the Ozarks Liaison Officer at the Governor's Office.

Headquarters Office: Frank J. Iuen III, Director, Ozarks Regional Commission, 1100 North University, Suite 109, Little Rock, AR 72207. Telephone: (501) 378-5905. FTS 8-740-5905.

RELATED PROGRAMS: 23.011, Appalachian State Research, Technical Assistance and Demonstration Projects; 28.002, Coastal Plains Technical and Planning Assistance; 38.002, Four Corners Technical and Planning Assistance; 48.002, New England Technical and Planning Assistance; 63.002, Upper Great Lakes Technical and Planning Assistance; 75.002, Old West Technical and Planning Assistance; 76.002, Pacific Northwest Technical and Planning Assistance, 79.002 Southwest Border Technical and Planning Assistance.

52.003 OZARKS SUPPLEMENTS TO FEDERAL GRANT-IN-AID

(Supplemental Grant Program)

FEDERAL AGENCY: OZARKS REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 509 of Public Works and Economic Development Act of 1965; Public Law 89-136 as amended by Public Law 90-103, Public Law 91-123, Public Law 93-46, Public Law 93-423, Public Law 94-188 and Public Law 94-487; 42 U.S.C. 3188(a).

OBJECTIVES: To enable states and other entities to take maximum advantage of Federal grant-in-aid programs for the construction or equipping of facilities or the acquisition of land for economic development.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Grant-in-aid supplements provide a portion of the local share of Federal grant-in- aid programs for the construction or equipping of facilities or the acquisition of land when the community, because of its economic situation, cannot supply the matching share. When in a fiscal year the basic grant agency has expended its program monies but certifies that the proposed project could be approved if funds were available, the commission may provide all or any portion of the basic Federal contribution. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States and other entities within the Region which are eligible applicants under the Federal Grant-In-Aid Program. The Ozarks Region covers the states of Arkansas, Missouri, Oklahoma, Louisiana and Kansas.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Application acceptable to a Federal basic grant-in-aid agency. Costs will be determined in accordance with FMC 74-4 for State and local governments, and with ORC Priority Rating System.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications for aid must be coordinated with the Governor's Ozarks Alternate in each State and the Ozarks Commission liaison officer in each State. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Supplements to Federal grant-in-aid programs will be subject to review under procedures specified in Part I of OMB Circular No. A-95 (revised) and applicable to the basic grant agency. Where the basic agency certifies a proposed project would be approved but that funds are not available and thereupon the Commission can make the basic grant, that basic grant will be subject to Part I, OMB Circular No. A-95 (revised) review.

Application Procedure: Apply for basic Federal grant-in-aid with appropriate Federal agency and obtain determination of distribution of Federal and local share of project financing. Project application must be approved by Governor of State in which the project is located. Applicant applies through the Governor's Office for Commission assistance to meet with local share requirements. Upon State approval, the Commission considers and determines level of participation in project.

Award Procedure: Commission notifies applicant. Federal Co-chairman notifies basic grant agency of Commission's approval to assist. Basic grant agency makes award of basic grant according to its own awarding procedures. Notification of awards is made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082 by the basic grant agency.

Deadlines: None.

Range of Approval/Disapproval Time: 3 months.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Total Federal assistance cannot exceed 80 percent of eligible project costs. The State or community must finance the remaining project costs, not less than 20 percent.

Length and Time Phasing of Assistance: In the event that the work intended to be financed by a supplementary grant shall not have been completed or committed by contract within the time limit specified in the grant offer, the Commission reserves the right at the Federal Co-chairman's option to terminate the supplementary grant and all obligations thereunder.

POST ASSISTANCE REQUIREMENTS:

Reports: As required by basic grant agency and the Commission.

Audits: All records relating to the grant are subject to audit by the basic Federal agency, the Regional Commission and by the Comptroller General of the United States, or their designee(s).

Records: As necessary for above mentioned audits.

FINANCIAL INFORMATION:

Account Identification: 13-2100-0-1-452.

Obligations: (Grants) FY 77 $7,414,908; FY 78 est $7,737,259; and FY 79 est $6,100,000.

Range and Average of Financial Assistance: $5,000 to $500,000; $85,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977 and fiscal year 1978, the Commission is and will continue to fund through supplemental public facility grants, selected projects of high priority which are selected by the states from their State Investment Plans and which fit the Commission's Regional Economic Development Action Plan. These projects are generally related to industrial sites and port facilities technical education centers or with more general community facilities such as water and sewage treatment which are shown to have economic impact.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 560; Procedures, guidelines and literature available from Commission office and from each State Liaison Officer.

INFORMATION CONTACTS:

Regional or Local Office: Frank J. Iuen III, Director, Ozarks Regional Commission, Suite 109, 1100 North University Ave., Little Rock, AK 72207, Telephone: (501) 378-5905; FTS 8-740-5905.

Headquarters Office: Federal Co-chairman's Office, Room 2099B, Department of Commerce Building, Washington, DC 20230. Telephone: (202) 377-2572.

RELATED PROGRAMS: 23.001, Appalachian Regional Development; 28.001, Coastal Plains Regional Economic Development; 38.001, Four Corners Regional Economic Development; 48.001, New England Regional Economic Development; 63.001, Upper Great Lakes Regional Economic Development.

52.004 OZARKS REGIONAL TRANSPORTATION

FEDERAL AGENCY: OZARK REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 513 of the Public Works and Economic Development Act of 1965; Public Law 89- 136, as amended by Public Law 94-188; 42 U.S.C. 3192.

OBJECTIVES: To develop through meaningful planning the proper mix of all transportation modes which best serve the economic, social and environmental interests of the Region.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: The grants may be used for planning regional transportation networks, purchase of equipment, construction, and operation (including payment of operating deficits) of demonstration projects. Total Commission expenditures in transportation demonstration projects under Section 513 may not exceed $5 million in any 1 year. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding,the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Region, alone or with another member State, as well as any political subdivision of the states; agencies of State and local governments; local multijurisdictional or State public transportation authorities; State or federally licensed or certificated common carriers that the Commission may approve; and other institutions or organizations permitted by law and approved by the Commission.

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments. A letter from applicant justifying project's applicability as a transportation demonstration project as measured against statute.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. This program requires the submission of an environmental impact statement. The standard application forms as furnished by the Commission and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A- 95 (revised).

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: Information not yet available.

Appeals: None.

Renewals: Information not yet available.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The applicant must provide 20 percent of any construction or equipment costs. Financing may be in combination with grants from other Federal sources. The total Federal share cannot exceed 80 percent for construction projects.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant will be returned to the Commission. Prior to the termination date, the Commission may extend the grant with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: To be determined by provisions of the grant.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States, shall have access for the purpose of audit and examination.

Records: The grantee shall keep records for not less than 3 years which fully disclose the purpose, amount and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants) FY 77 $100,000; FY 78 est $150,000; and FY 79 est $150,000.

Range and Average of Financial Assistance: $15,000 to $115,000.

PROGRAM ACCOMPLISHMENTS: Expedited essential transportation facilities and planning related to economic expansion on an accelerated basis if such facility serves a model for the Region. Airport instrument landing equipment demonstration and small community air service planning had direct economic benefits.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 551.

INFORMATION CONTACTS:

Regional or Local Office: Ozarks Regional Commission, Governor's Liaison Officer for applicable State.

Headquarters Office: Frank Iuen, III, Director, Ozarks Regional Commission, 1100 North University, Little Rock, AR 72207. Telephone: (501) 378-5905.

RELATED PROGRAMS: 28.004, Coastal Plains Regional Transportation; 38.004, Four Corners Regional Transportation; 48.004, New England Regional Transportation; 63.004, Upper Great Lakes Regional Transportation; 76.004, Pacific Northwest Regional Transportation.

63.002 UPPER GREAT LAKES TECHNICAL AND PLANNING ASSISTANCE

(Technical Assistance Program)

FEDERAL AGENCY: UPPER GREAT LAKES REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 505 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Laws 90-103, 91-123, 93-46, 93-423, 94-188 and 94-487; 42 U.S.C. 3185.

OBJECTIVES: To evaluate the needs of and develop the potentialities for the economic growth of the region through planning, investigations, studies, demonstration projects, and training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: To engage in: (1) investigations and studies which evaluate the needs of the Region for economic development; (2) research and planning for developing the potentialities related to economic development; (3) demonstration projects and training programs which will further the purposes of the Act; and to provide administrative expense grants for substate planning and development organizations (including economic development districts). Demonstration projects and training programs, to the maximum extent possible, are carried out through the departments, agencies, or instrumentalities of the Federal Government or of State or local governments. All findings resulting from research and demonstration projects must be made available to the general public. Funds may not be used to cover the costs of work already performed or of services already provided.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Upper Great Lakes Region, alone or with another member State, as well as any political sub-divisions of the states, and agencies of State and local governments. For a list of the Region's designated counties, see 63.001.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Application Guidelines available through Commission office. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement. The application guidelines as furnished by the UGLRC and standard application forms as required by OMB Circular No. A-102 must be used for this program.

Application Procedure: The applicant submits the application through the Governor's representative to the Upper Great Lakes Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Upper Great Lakes Regional Commission must review and approve the project. The Federal Co-chairman determines that the project satisfies all Federal requirements. The Upper Great Lakes Regional Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: 30 days.

Appeals: None.

Renewals: Renewals are processed in the same manner as the original application.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Each application is treated individually without standard requirements.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant or contract will be returned to the Commission. Prior to the termination date, the Commission may extend the grant for a period not to exceed one additional quarter of the fiscal year provided the funds have been committed.

POST ASSISTANCE REQUIREMENTS:

Reports: A member of the Commission staff is designated as project coordinator to maintain liaison with the contractor and to monitor and evaluate progress and performance under the contract.

Audits: All records relating to the contract are subject to audit by the Commission, the Federal Co-chairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States.

Records: As required by the terms of the contract.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 $2,286,015; FY 78 $2,751,677; and FY 79 est $2,105,000.

Range and Average of Financial Assistance: $3,000 to $190,000; $45,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1978, technical assistance projects totalling $2,651,000 will emphasize the demonstration of new activities to help the regional economy and focuses on energy, recreation and transportation.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 550; Application guidelines and Commission Comprehensive Plan are available through Commission and State Alternates' offices.

INFORMATION CONTACTS:

Regional or Local Office: Upper Great Lakes Regional Commission, 504 Christie Building, 120 North Fourth Ave., West, Duluth, MN 55802. Telephone: (218) 727-6692; FTS 783-9457.

Headquarters Office: Office of the Federal Co-chairman, Upper Great Lakes Regional Commission, Room 2093, Department of Commerce, Washington, DC 20230. Telephone: (202) 377-2845.

RELATED PROGRAMS: 23.011, Appalachian State Research, Technical Assistance and Demonstration Projects; 28.002, Coastal Plains Technical and Planning Assistance; 38.002, Four Corners Technical and Planning Assistance; 48.002, New England Technical and Planning Assistance; 52.002, Ozarks Technical and Planning Assistance; 75.002, Old West Technical and Planning Assistance; 76.002, Pacific Northwest Technical and Planning Assistance; 79.002, Southwest Border Technical and Planning Assistance.

63.003 UPPER GREAT LAKES SUPPLEMENTS TO FEDERAL GRANT-IN-AID

(Supplemental Grant Program)

FEDERAL AGENCY: UPPER GREAT LAKES REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 509 of Public Works and Economic Development Act of 1965; Public Law 89-136 as amended by Public Law 90-103, Public Law 91-123, Public Law 93-46, Public Law 93-423, Public Law 94-188, and Public Law 94-487; 42 U.S.C. 3188a.

OBJECTIVES: To enable states and other entities to take maximum advantage of Federal grant-in-aid programs for the construction or equipping of facilities or the acquisition of land for economic development.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Grant-in-aid supplements provide a portion of the local share of Federal grant-in- aid programs for the construction or equipping of facilities or the acquisition of land when the community, because of its economic situation, cannot supply the matching share. When in a fiscal year the basic grant agency has expended its program monies but certifies that the proposed project could be approved if funds were available, the Commission may provide all or any portion of the basic Federal contribution. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States and other entities within the Region which are eligible under the basic Grant- In-Aid Program. Designated counties in Michigan, Minnesota, and Wisconsin. See 63.001.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Application acceptable to a Federal basic grant-in-aid agency. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications for aid must be coordinated with the basic grant agency through Governors Alternate in each State. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Supplements to Federal grant-in-aid programs will be subject to review under procedures specified in Part I, Attachment A of OMB Circular No. A-95 (revised) and applicable to the basic grant agency. Where the basic Agency Certifies a proposed Project would be approved but that funds are not available and, thereupon, the Commission can make the basic grant, that base grant will be subject to Part I, OMB Circular No. A-95 (revised) review.

Application Procedure: Apply for basic Federal grant-in-aid with appropriate Federal agency and obtain determination of distribution of Federal and local share of project financing. Project application must be approved by Governor of the State in which the project is located. Applicant applies through the Governor's Office for Commission assistance to meet with local share requirements. Upon State approval, the Commission considers and determines level of participation in project.

Award Procedure: Commission notifies applicant. Federal Co-chairman notifies basic grant agency of Commission's approval to assist. Basic grant agency makes award of basic grant according to its own awarding procedures. Notification of awards is made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082 by the basic grant agency.

Deadlines: None.

Range of Approval/Disapproval Time: 30 to 60 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Total Federal assistance cannot exceed 80 percent of eligible project costs. The State or community must finance the remaining project costs, not less than 20 percent.

Length and Time Phasing of Assistance: In the event that the work intended to be financed by a supplementary grant shall not have been completed or committed by contract within the time limits specified in the grant offer the Commission reserves the right at the Federal Co-chairman's option to terminate the supplementary grant and all obligations thereunder.

POST ASSISTANCE REQUIREMENTS:

Reports: As required by basic grant agency and by the Commission.

Audits: All records relating to the grant are subject to audit by the basic Federal agency, the Regional Commission and by the Comptroller General of the United States, or their designee(s).

Records: As necessary for above-mentioned audit.

FINANCIAL INFORMATION:

Account Identification: 13-2100-0-1-452.

Obligations: (Grants) FY 77 $4,585,953, FY 78 $4,028,928; and FY 79 est $3,800,000.

Range and Average of Financial Assistance: $18,000 to $200,000; $70,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1978, projects totalling $3,976,000 will be funded principally in the areas of industrial development, human resources, recreation/tourism and transportation.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 560; Supplemental Grant Application and Commission Comprehensive Plan available through Commission Offices and State Alternates.

INFORMATION CONTACTS:

Regional or Local Office: Upper Great Lakes Regional Commission, 504 Christie Bldg., 120 North Fourth Ave. West, Duluth, MN 55802. Telephone: (218) 727-6692; FTS 783-9457.

Headquarters Office: Office of the Federal Co-chairman, Upper Great Lakes Regional Commission, Room 2093, Department of Commerce Bldg., Washington, DC 20230. Telephone: (202) 377-2845.

RELATED PROGRAMS: 23.002, Appalachian Supplements to Federal Grant-in-Aid (Community Development); 28.003, Coastal Plains Supplements to Federal Grant-in-Aid; 38.003, Four Corners Supplements to Federal Grant-in-Aid; 48.003, New England Supplements to Federal Grant-in-Aid; 52.003, Ozarks Supplements to Federal Grant-in-Aid.

63.004 UPPER GREAT LAKES REGIONAL TRANSPORTATION

FEDERAL AGENCY: UPPER GREAT LAKES REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 513 of the Public Works and Economic Development Act of 1965; Public Law 89-136, as amended by Public Law 94-188; 42 U.S.C. 3192.

OBJECTIVES: To develop through meaningful planning the proper mix of all transportation modes which best serve the economic, social, and environmental interests of the Region.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: The grants may be used for planning regional transportation networks, purchase of equipment, contruction, and operation (including payment of operating deficits) of demonstration projects. Total Commission expenditures in transportation demonstration projects under Section 513 may not exceed $5 million in any 1 year. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Region alone or with another member State, as well as any political subdivision of the states; agencies of State and local governments; local multijurisdictional or State public transportation authorities; State or federally licensed or certificated common carriers that the Commission may approve; and other institutions or organizations permitted by law and approved by the Commission.

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. This program requires the submission of an environmental impact statement. The standard application forms as furnished by the Commisssion and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A- 95 (revised).

Application Procedure: The applicant submits the request through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: Information not yet available.

Appeals: None.

Renewals: Information not yet available.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The applicant must provide 20 percent of any construction or equipment costs. Financing may be in combination with grants from other Federal sources. The total Federal share cannot exceed 80 percent for construction projects.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant will be returned to the Commission. Prior to the termination date, the Commission may extend the grant with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: To be determined by provisions of the grant.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States, shall have access for the purpose of audit and examination.

Records: The grantee shall keep records for not less than 3 years which fully disclose the purpose, amount and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants) FY 77 $0; FY 78 est $0; and FY 79 est $200,000.

Range and Average of Financial Assistance: Information not yet available.

PROGRAM ACCOMPLISHMENTS: Information not yet available.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 551.

INFORMATION CONTACTS:

Regional or Local Office: Upper Great Lakes Regional Commission, 504 Christie Building, 120 North Fourth Ave. West, Duluth, MN 55802. Telephone: (218) 727-6692.

Headquarters Office: Office of the Federal Cochairman, Upper Great Lakes Regional Commission, Room 2093, Department of Commerce Building, Washington, DC 20230. Telephone: (202) 377-2845.

RELATED PROGRAMS: 28.004, Coastal Plains Regional Transportation; 38.004, Four Corners Regional Transportation; 48.004, New England Regional Transportation; 52.004, Ozarks Regional Transportation; 76.004, Pacific Northwest Regional Transportation.

63.008 UPPER GREAT LAKES EDUCATION DEMONSTRATION PROJECTS

FEDERAL AGENCY: UPPER GREAT LAKES REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 517 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Law 94-188; 42 U.S.C. 3196.

OBJECTIVES: To expand the opportunities for people in the Region to obtain vocational and technical training and to tailor vocational courses to current and projected job market needs and on a more general basis, throughout the Nation.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Grants may be used for planning, constructing, equipping, and operating vocational and technical education projects which serve to demonstrate areawide educational planning, services and programs. No grant for planning, construction, operation or equipment of a vocational and technical education demonstration project shall be made unless the facility is publicly owned. No grant for the operation of a vocational and technical education project shall be made for more than 5 years following the initial grant for operation of the project. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility:

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. In accordance with procedures worked out between the Commission and the Department of Health, Education, and Welfare, the Department administers the grant, disburses funds, and makes notification of grant approval to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: Information not yet available.

Appeals: None.

Renewals: Information not yet available.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The Federal share for planning grants is limited to 75 percent of the cost; for construction or equipment grants it is limited to 80 percent of the cost; for operating grants it may be up to 100 percent of the costs for the first 2 years and up to 75 percent for the following 3 years of operation. Financing may be in combination with grants from other Federal sources, but the total Federal share may not exceed the maximum percentage authorized by Section 517 of the Act.

Length and Time Phasing of Assistance: Information not yet available.

POST ASSISTANCE REQUIREMENTS:

Reports: Reporting and performance monitoring as required by the Commission and HEW.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, HEW, and the Comptroller General of the United States shall have access for the purpose of audit and examination.

Records: The grantee shall keep records for not less than 3 years which fully disclose the purpose, amount and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants) FY 77 $0; FY 78 est $0; and FY 79 est $250,000.

Range and Average of Financial Assistance: Information not yet available.

PROGRAM ACCOMPLISHMENTS: Information not yet available.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 554.

INFORMATION CONTACTS:

Regional or Local Office: Upper Great Lakes Regional Commission, 504 Christie Building, 120 North Fourth Avenue West, Duluth, MN 55802. Telephone: (218) 727-6692.

Headquarters Office: Office of the Federal Cochairman, Upper Great Lakes Regional Commission, Room 2093, Department of Commerce Building, Washington, DC 20230. Telephone: (202) 377-2845.

RELATED PROGRAMS: 23.012, Appalachian Vocational and Other Education Facilities and Operations; 28.008, Coastal Plains Education Demonstration Projects; 76.008, Pacific Northwest Education Demonstration Projects.

75.002 OLD WEST TECHNICAL AND PLANNING ASSISTANCE

(Technical Assistance Program)

FEDERAL AGENCY: OLD WEST REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 505 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Laws 90-103, 91-123, 93-46, 93-423, 94-188 and 94-487; 42 U.S.C. 3185.

OBJECTIVES: To evaluate the needs of and develop the potentialities for the economic growth of the region through planning, investigations, studies, demonstration projects, and training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: To engage in: (1) Investigations and studies which evaluate the needs of the region for economic development; (2) research and planning for developing the potentialities related to economic development; (3) demonstration projects and training programs which will further the purposes of the Act; and to provide administrative expense grants for substate planning and development organizations (including economic development districts). Demonstration projects and training programs, to the maximum extent possible, are carried out through the departments, agencies, or instrumentalities of the Federal Government or of State or local governments. All findings resulting from research and demonstration projects must be made available to the general public. Funds may not be used to cover the costs of work already performed or of services already provided.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Old West Region, alone or with another member State, as well as any political sub-division of the states, and agencies of State and local governments.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative, and should be consistent with the Commission's comprehensive economic development plan. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement. The standard application forms as furnished by the OWRC and required by OMB Circular No. A- 102 must be used for this program.

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Old West Regional Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Old West Regional Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Old West Regional Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: 30 to 60 days.

Appeals: None.

Renewals: Yes, processed in the same manner as the original application.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant or contract will be returned to the Commission. Prior to the termination date, the Commission may extend the grant or contract with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: A member of the Commission staff is designated as project coordinator to maintain liaison with the contractor and to monitor and evaluate progress and performance under the contract.

Audits: All records relating to the contract are subject to audit by the Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States.

Records: As required by the terms of the contract.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 grants $6,828,891, contracts $7,836,990; FY 78 est grants $3,264,000, contracts $4,591,836; and FY 79 est grants $3,100,000, contracts $2,083,000.

Range and Average of Financial Assistance: $1,000 to $5,000,000; $60,000.

PROGRAM ACCOMPLISHMENTS: In fiscal years 1976 and 1977 the commission administered approximately $8.2 million specifically directed to the Family Training Center of Glasgow, Montana, in addition to a wide variety of programs of regional interest.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 550; Annual Report; "Old West Regional Commission -- A New Federal - State Approach to Economic Development in the Northern Plain States."

INFORMATION CONTACTS:

Regional or Local Office: Dr. Ken Blackburn, Old West Regional Commission, Hedden-Empire Bldg., Suite 228, Billings, MT 59101. Telephone: (406) 657-6665, Robert DeMersseman, 201 Main St., Suite D, Rapid City, SD 57701. Telephone: (605) 348-6310.

Headquarters Office: Benny Parker, Office of Federal Cochairman, Old West Regional Commission, 1730 K Street, N.W., Suite 426, Washington, DC 20036. Telephone: (202) 634-3907.

RELATED PROGRAMS: 23.011, Appalachian State Research, Technical Assistance and Demonstration Projects; 28.002, Coastal Plains Technical and Planning Assistance; 38.002, Four Corners Technical and Planning Assistance; 48.002, New England Technical and Planning Assistance; 52.002, Ozarks Technical and Planning Assistance; 63.002, Upper Great Lakes Technical and Planning Assistance; 76.002, Pacific Northwest Technical and Planning Assistance.

75.003 OLD WEST SUPPLEMENTS TO FEDERAL GRANT-IN-AID

(Supplemental Grant Program)

FEDERAL AGENCY: OLD WEST REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 509 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Laws 90-103, 91-123; 93-46; 93-423; 94-188; and 94-487; 42 U.S.C. 3188 a.

OBJECTIVES: To enable states and other entities to take maximum advantage of Federal grant-in-aid programs for the construction or equipping of facilities or the acquisition of land.

TYPES OF ASSISTANCE: Projects Grants (Contracts).

USES AND USE RESTRICTIONS: Grant-in-aid supplements provide a portion of the local share of Federal grant-in- aid programs for the construction or equipping of facilities or the acquisition of land when the community, because of its economic situation, cannot supply the matching share. When, in a fiscal year, the basic grant agency has expended its program monies but certifies that a specific project could be approved if funds were available, the Commission may provide all or any portion of the Federal contribution to that project. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on satutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: State, local, and other entities within the Region which are eligible applicants under basic Federal grant-in-aid program. Policy on eligible Federal programs will be set by the Commission during fiscal year 1977. The Region covers the states of Montana, Nebraska, North Dakota, South Dakota, and Wyoming.

Beneficiary Eligibility: Project must benefit one of the public units described above, and not a single user.

Credentials/Documentation: Applicant must describe project fully, give a summary of the manner in which the project will be financed, provide a detailed economic justification for the proposal, and certify compliance with various statutory requirements of the program. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Conference before formal application submission. The standard applications forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Supplements to Federal grant-in aid programs will be subject to State and areawide clearinghouses review pursuant to procedures specified in Part I, Attachment A of OMB Circular No. A-95 (revised) and applicable to the basic grant agency. Where the basic agency certifies a proposed project would be approved but that funds are not available and, thereupon, the Commission can make the basic grant, that basic grant will be subject to Part I, OMB Circular No. A-95 (Revised) Review.

Application Procedure: Apply for basic Federal grant-in-aid with appropriate Federal agency and obtain determination of distribution of Federal and local share of project financing. Project application must be approved by Governor of State in which the project is located. Applicant applies through the Governor's Office for Commission assistance to meet with local share requirements. Upon State approval, the Commission considers and determines level of participation in project.

Award Procedure: Governor of State affected notifies applicant. Federal Cochairman notifies basic grant agency of Commission's approval to assist. Basic grant agency makes award of basic grant according to its own awarding procedures. Notification of awards is made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082 by the basic grant agency.

Deadlines: None.

Range of Approval/Disapproval Time: From 30 to 60 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Total Federal assistance cannot exceed 80 percent of eligible project costs. The State or community must finance the remaining project costs, not less than 20 percent.

Length and Time Phasing of Assistance: In the event that the work intended to be financed by a supplementary grant shall not have been completed or committed by contract within the time limit specified in the grant offer, the Commission reserves the right at the Federal Cochairman's option to terminate the supplementary grant and all obligations thereunder.

POST ASSISTANCE REQUIREMENTS:

Reports: As required by basic grant agency and the Commission.

Audits: All records relating to the grant are subject to audit by the basic Federal agency, the Regional Commission and by the Comptroller General of the United State, or their designee(s).

Records: As necessary for above-mentioned audit.

FINANCIAL INFORMATION:

Account Identification: 13-2100-0-1-452.

Obligations: (Grants and contracts) FY 77 $825,328; FY 78 est $1,550,000; and FY 79 est $2,133,000.

Range and Average of Financial Assistance: $900 to $195,000; $24,274.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, recreational and tourism projects were funded for a total of $825,328. In fiscal year 1978, projects totalling $1,550,000 will be funded in the areas of receation and tourism, agriculture, and industrial development.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 560.

INFORMATION CONTACTS:

Regional or Local Office: Old West Regional Commission, Room 228 Hedden Empire Building, Billings, MT 59102. Telephone: (406) 657-6665; 201 Main St., Suite D, Rapid City, SD 57701. Telephone: (605) 348-6310.

Headquarters Office: Benny Parker, Office of the Federal Cochairman, Old West Regional Commission, 1730 K Street, N.W., Rm. 426, Washington, DC 20006. Telephone: (202) 634-3907.

RELATED PROGRAMS: 23.002, Appalachian Supplements to Federal Grant-in-Aid (Community Development);28.003, Coastal Plains Supplements to Federal Grant-in-Aid; 38.003, Four Corners Supplements to Federal Grant-in-Aid; 48.003, New England Supplements to Federal Grant-in-Aid; 52.003, Ozarks Supplements to Federal Grant-in-Aid; 63.003, Upper Great Lakes Supplements to Federal Grant-in-Aid.

76.002 PACIFIC NORTHWEST TECHNICAL AND PLANNING ASSISTANCE

(Technical Assistance Program)

FEDERAL AGENCY: PACIFIC NORTHWEST REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 505 of the Public Works and Economic Development Act of 1965; Public Law 89- 136 as amended by Public Laws 90-103, 91-123, 93-46, 93-423, 94-188 and 94-487; 42 U.S.C. 3185.

OBJECTIVES: To evaluate the needs of and develop the potentialities for the economic growth of the Region through planning, investigations, studies, demonstration projects, and training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: To engage in: (1) investigations and studies which evaluate the needs of the Region for economic development; (2) research and planning for developing the potentialities related to economic development; (3) demonstration projects and training programs which will further the purposes of the Act; and to provide administrative expense grants for substate planning and development organizations (including economic development districts). Demonstration projects and training programs, to the maximum extent possible, are carried out through the departments, agencies, or instrumentalities of the Federal Government or of State or local governments. All findings resulting from research and demonstration projects must be made available to the general public. Funds may not be used to cover the costs of work already performed or of services already provided.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Pacific Northwest Region, alone or with another member State, as well as any political subdivisions of the states, agencies of State and local governments, and private sector entities.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representatives and should be consistent with the Commission's comprehensive economic development plan. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program may require the submission of an environmental impact statement. The standard application forms as furnished by the PNRC and by OMB Circular No. A-102 may be used for this program.

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Pacific Northwest Regional Commission. All projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Pacific Northwest Regional Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Pacific Northwest Regional Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: 30 to 90 days.

Appeals: None.

Renewals: Yes, processed in the same manner as the original application.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant or contract will be returned to the Commission. Prior to the termination date, the Commission may extend the grant with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: A member of the Commssion staff is designated as project coordinator to maintain liaison with the grantee/contractor and to monitor and evaluate progress and performance under the contract/grant.

Audits: All records relating to the contract are subject to audit by the Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States.

Records: As required by the terms of the contractor grant.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 grants $3,882,463, contracts $2,591,317; FY 78 est grants $3,881,467, contracts $2,590,653; and FY 79 est grants $3,634,000, contracts $2,426,000.

Range and Average of Financial Assistance: $2,000 to $1,000,000; $100,000.

PROGRAM ACCOMPLISHMENTS: Accomplishments in fiscal year 1977 include development of a comprehensive regional energy plan, control of noxious weeds and pests adversely affecting agriculture preparation of a regional natural resource inventory utilizing remote sensing, development of a management plan to re-establish the declining fisheries resources, implementation of a forest incentives program to improve forest land management, and expansion of an accelerated vocational education training and placement program to provide skilled labor for new and expanding industries. In fiscal year 1978 the emphasis will be on expansion of efforts undertaken in fiscal year 1977 as noted above.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 550; for regulations and guidelines contact PNRC regional representative or the Office of the Federal Cochairman, Pacific Northwest Regional Commission, 2435 Virginia Ave., N. W., Washington, DC 20037.

INFORMATION CONTACTS:

Regional and Local Offices: (Vacant), Executive Director, Pacific Northwest Regional Commission, 700 E. Evergreen Blvd., Vancouver, WA 98661. Telephone: (206) 696-2581, FTS 422-9230.

Headquarters Office: Dennis Hubscher, Regional Programs Officer, Office of Federal Cochairman, Pacific Northwest Regional Commision, 444 North Capitol Street, N.W. Washington, DC 20001. Telephone: (202) 254-7030 (Use same 7-digit number for FTS).

RELATED PROGRAMS: 23.011, Appalachian State Research, Technical Assistance and Demonstration Projects, 28.002, Coastal Plains Technical and Planning Assistance; 38.002, Four Corners Technical and Planning Assistance 48.002, New England Technical and Planning Assistance; 52.002, Ozarks Technical and Planning Assistance 63.002, Upper Great Lakes Technical and Planning Assistance; 75.002, Old West Technical and Planning Assistance.

76.004 PACIFIC NORTHWEST REGIONAL TRANSPORTATION

FEDERAL AGENCY: PACIFIC NORTHWEST REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 513 of the Public Works and Economic Development Act of 1965; Public Law 89- 136, as amended by Public Law 94-188; 42 U.S.C. 3192.

OBJECTIVES: To develop through meaningful planning the proper mix all transportation modes which best serve the economic, social, and environmental interests of the Region.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: The funds may be used for planning regional transportation networks, purchase of equipment, construction, and operation (including payment of operating deficits) of demonstration projects. Total Commission expenditures in transportation demonstration projects under Section 5[illegible]3 may not exceed $5 million in any 1 year. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Region, alone or with another member State, as well as any political subdivision of the states; agencies of State and local governments; local multijurisdictional or State public transportation authorities; State or federally licensed or certificated common carriers that the Commission may approve; and other institutions or organizations permitted by law and approved by the Commission.

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. This program may require the submission of an environmental impact statement. The standard application forms as furnished by the Pacific Northwest Regional Commission and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised).

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Commission makes notification of the awards to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: 30 to 90 days.

Appeals: None.

Renewals: Information not yet available.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The applicant must provide 20 percent of any construction or equipment costs. Financing may be in combination with grants from other Federal sources. The total Federal share cannot exceed 80 percent for construction projects.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant or contract will be returned to the Commission. Prior to the termination date, the Commission may extend the grant or contract with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: To be determined by provisions of the grant or contract.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States, shall have access for the purpose of audit and examination.

Records: The recipient shall keep records for not less than 3 years which fully disclose the purpose, amount and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 $0; FY 78 est $300,000; and FY 79 est $100,000.

Range and Average of Financial Assistance: $2,000 to $100,000; $20,000.

PROGRAM ACCOMPLISHMENTS: The Commission has sponsored two major transportation studies directed at analysis of the problems in the Region: a commuter air service study resulting in an analysis of the profitability of various commuter air transportation routes and related recommendations; and a feasibility study on establishing a regional freight facilities center. The Commission is considering a study of the Columbia River as a transportation system.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 551. Selected studies are available for review in regional or local offices.

INFORMATION CONTACTS:

Regional or Local Office: (Vacant), Executive Director, Pacific Northwest Regional Commission, 700 E. Evergreen Blvd., Vancouver, WA 98660. Telephone: (206) 696-2581. FTS 422-9230.

Headquarters Office: Dennise Hubscher, Regional Programs Officer, Office of the Federal Cochairman, Pacific Northwest Regional Commission, 444 North Capitol Street, N.W., Washington, DC 20001. Telephone: (202) 254- 7030.

RELATED PROGRAMS: 28.004, Coastal Plains Regional Transportation; 38.004, Four Corners Regional Transportation; 48.004, New England Regional Transportation; 52.004, Ozarks Regional Transportation.

76.008 PACIFIC NORTHWEST EDUCATION DEMONSTRATION PROJECTS

FEDERAL AGENCY: PACIFIC NORTHWEST REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 517 of the Public Works and Economic Development Act of 1965; Public Law 89-136 as amended by Public Law 94-188; 42 U.S.C. 3196.

OBJECTIVES: To expand the opportunities for people in the Region to obtain vocational and technical training and to tailor vocational courses to current and projected job market needs and on a more general basis, throughout the Nation.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: Funds may be used for planning, constructing equipping, and operating vocational and technical education projects which serve to demonstrate areawide educational planning, services and programs. No assistance for planning, construction, operation or equipment of a vocational and technical education demonstration project shall be made unless the facility is publicly owned. No assistance for the operation of a vocational and technical education project shall be made for more than 5 years following the initial funding for operation of the project. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Region, alone or with another member State, as well as any political subdivision of the states; agencies of State and local governments; and other institutions or organizations permitted by law and approved by the Commission.

Beneficiary Eligibility: The public.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive economic development plan. The program may require the submission of an environmental impact statement. The standard application forms as furnished by the Pacific Northwest Regional Commission and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised).

Application Procedure: The applicant submits the request for assistance through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. In accordance with the procedures worked out between the Commission and the Department of Health, Education, and Welfare, the Department administers the grant, disburses funds, and makes notification of award approval to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: Information not yet available.

Range of Approval/Disapproval Time: 30 to 90 days.

Appeals: None.

Renewals: Information not yet available.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The Federal share for planning grants is limited to 75 percent of the costs; for construction or equipment grants it is limited to 80 percent of the cost; for operating grants it may be up to 100 percent of the cost for the first 2 years and up to 75 percent for the following 3 years of operation. Financing may be in combination with grants from other Federal sources, but the total Federal share may not exceed the maximum percentage authorized by Section 517 of the Act.

Length and Time Phasing of Assistance: Information not yet available.

POST ASSISTANCE REQUIREMENTS:

Reports: Reporting and performance monitoring as required by the Commission and HEW.

Audits: The Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, HEW, and the Comptroller General of the United States shall have access for the purpose of the audit and examination.

Records: The recipient shall keep records for not less than 3 years which fully disclose the purpose, amounts, and disposition of Commission funds and other contributions.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and Contracts) FY 77 $0; FY 78 est $250,000; and FY 79 est $300,000.

Range and Average of Financial Assistance: $2,000 to $100,000; $20,000.

PROGRAM ACCOMPLISHMENTS: The PNRC has sponsored training programs, providing a flexible training system to satisfy the requirements of new and expanding businesses in the Region. The program is designed to be responsive to immediate demands for training that generally cannot be met by existing training programs due to their long run focus. Other programs have been designed to assist in providing opportunities to minorities.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 554.

INFORMATION CONTACTS:

Regional or Local Office: (Vacant), Executive Director, Pacific Northwest Regional Commission, 700 E. Evergreen Blvd., Vancouver, WA 98660. Telephone: (206) 696-2581. FTS 422-9230.

Headquarters Office: Dennis Hubscher, Regional Programs Office, Office of the Federal Cochairman, Pacific Northwest Regional Commission, 444 North Capitol Street, N.W., Washington, DC 20037. Telephone: (202) 254- 7030.

RELATED PROGRAMS: 23.012, Appalachian Vocational and Other Education Facilities and Operations; 28.008, Coastal Plains Education Demonstration Projects.

79.002 SOUTHWEST BORDER TECHNICAL AND PLANNING ASSISTANCE

(Technical Assistance Program)

FEDERAL AGENCY: SOUTHWEST BORDER REGIONAL COMMISSION

AUTHORIZATION: Title V, Section 505 of the Public Works and Economic Development Act of 1965, Public Law 89- 136 as amended by Public Laws 90-103, 91-123, 93-46, 94-188 and 94-487; 42 U.S.C. 3185.

OBJECTIVES: To evaluate the needs and develop the potentialities for economic growth of the Region through planning, investigations, studies, demonstration projects, and training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts)

USES AND USE RESTRICTIONS: To engage in: (1) investigations and studies which evaluate the needs of the Region for economic development; (2) research and planning for developing the potentialities related to economic development; (3) demonstration projects and training programs which will further the purposes of the Act. Demonstration projects and training programs, to the maximum extent possible, are carried out through the departments, agencies, or instrumentalities of the Federal Government or of State or local governments. All findings resulting from research and demonstration projects must be available to the general public. Funds may not be used to cover the costs of work already performed or of services already provided. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: States in the Southwest Border Region, alone or with another member State, as well as any political subdivision of the State, and private or public nonprofit organizations. For a list of the Region's designated counties see program 79.001.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Project proposal and approval by the Governor of the State in which the project is initiated. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applications must be coordinated with the Governor's representative and should be consistent with the Commission's comprehensive development plan. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). The program also requires the submission of an environmental impact statement. The standard application forms as furnished by the Commission and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: The State agency submits the application through the Governor's representative to the Commission. All proposed projects must relate to the needs identified in the Commission's comprehensive economic development plan.

Award Procedure: The Commission must review and approve the project. The Federal Cochairman determines that the project satisfies all Federal requirements. The Commission makes notification of the grant award to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: None.

Range of Approval/Disapproval Time: Information not yet available.

Appeals: None.

Renewals: Information not yet available.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None. Can fund up to 100 percent of the technical assistance project cost, based on applicant's ability to provide matching funds.

Length and Time Phasing of Assistance: Any funds not obligated on or before the termination of the grant or contract will be returned to the Commission. Prior to the termination date, the Commission may extend the grant or contract with appropriate justification.

POST ASSISTANCE REQUIREMENTS:

Reports: A member of the Commission staff is designated as project coordinator to maintain liaison with the contractor and monitor and evaluate progress and performance under the contract.

Audits: All records relating to the contract are subject to audit by the Commission, the Federal Cochairman of the Commission, the Secretary of Commerce, and the Comptroller General of the United States.

Records: As required by the terms of the contract.

FINANCIAL INFORMATION:

Account Identification: 13-8509-0-7-452.

Obligations: (Grants and contracts) FY 77 $67,000; FY 78 est $785,761; and FY 79 est $500,000.

Range and Average of Financial Assistance: Information not yet available.

PROGRAM ACCOMPLISHMENTS: Funding for development of State Investment Plans will be accomplished in fiscal year 1978.

REGULATIONS, GUIDELINES, AND LITERATURE: 13 CFR 550.

INFORMATION CONTACTS:

Regional or Local Office: Not yet established.

Headquarters Office: Robert G. Toberman, Executive Director, Southwest Border Regional Commission, 100 N. Stone Avenue, Suite 309, Tucson, AZ 85726. Telephone: (602) 792-6781. (Use same 7-digit number for FTS).

RELATED PROGRAMS: 23.011, Appalachian State Research, Technical Assistance, and Demonstration Projects; 28.002, Coastal Plains Technical and Planning Assistance; 38.002, Four Corners Technical and Planning Assistance; 48.002, New England Technical and Planning Assistance; 52.002, Ozarks Technical and Planning Assistance; 63.002, Upper Great Lakes Technical and Planning Assistance; 75.002, Old West Technical and Planning Assistance; 76.002, Pacific Northwest Technical and Planning Assistance.

C. U.S. Department of Health, Education and Welfare -- Office of Education

Federal Education programs are administered through the U.S. Office of Education under the direction of the Commissioner of Education. Within the Office of Education there is a Deputy Commissioner for Occupational and Adult Education. This is the unit that would be most likely to be concerned with railroad industry training programs. In assessing this funding source, railroad industrial personnel should keep in mind that the vast majority of federal education funds flow to the state and local educational agencies. Furthermore, all delivery of educational services takes place in local education agencies.

There are, however, discretionary funds at the federal level. These are for basic research, special demonstration projects, and curriculum development. The majority of these funds are distributed through competitive bidding on Request for Proposals. One specific outcome of the St. Louis meeting is an interagency Memorandum of Agreement between the Office of Education placing a high priority on developmental work in the field of railroad employee training. Details concerning this project will be forthcoming in an RFP that will be issued early in 1979. This RFP will be advertised in the Commerce Business Daily and persons interested in railroad industry training would be well advised to watch for the announcement.

As previously stated, however, the major opportunities for the railroad industry to interface with vocational education in providing railroad industry training is at the state and local levels.

The basic objective of the vocational education program is defined in PL 90-576 to assist "in conducting vocational education programs for persons of all ages in all communities of the states, which are designed to insure that education and training programs for career vocation are available to all individuals who desire and need such education and training." State and local educational agencies are required to submit long and short-range plans for the development and maintenance of a vocational education system. If the railroad industry hopes to develop innovative programs in concert with the vocational education system, they must make their needs and desires known to those responsible for preparing vocational education plans. For this reason it is essential to have an overview of the vocational education planning process.

The planning process for a typical state vocational education system is illustrated by the chart on the following page. The State of Florida is used for this illustration. The primary responsibility for generating the plan rests with the Program Planning Unit of the State Division of Vocational Education. The planning process both originates and is completed at this office. There are data inputs gathered from the local school districts. They are generally in the form of local program operations statistics from previous years' operations. These data from previous years are usually accompanied by commentary on local plans to expand or contract specific programs.

Generally speaking the State Plan is an aggregate plan for the entire state. Any regional or local analysis that might be used is made from data that is collected and analyzed at the State Planning Office.

Title I of the Vocational Education Amendments of 1968 indicates five areas which states are entitled to federal support. The support is, however, conditioned upon the submission of an acceptable state plan. The five parts requiring plans and their descriptions as found in PL 90-576 follow:

Part B - State Vocational Education Programs

> From the sums made available for grants under this part the Commissioner is authorized to make grants to states to assist them in conducting vocational education programs for persons of all ages in all communities of the states, which are designed to insure that education and training programs for career vocations are available to all individuals who desire and need such education and training.

Included under this category are the following types of programs:

Skills training programs in high schools.

Skills training programs for persons who have completed or left high school.

Skills training for those already in the labor market (excepting those on MDTA, ARA, or Trade Expansion Act Grants).

Vocational education programs for the disadvantaged.

Vocational education programs for the handicapped.

Construction of area vocational education school facilities.

Vocational counseling.

Subcontracting to private school facilities.

Ancillary services including periodic evaluation of state and local vocational education programs in light of information regarding current and projected manpower needs and job opportunities.

Part C - Research and Training Vocational Education

Included in this category are programs to provide:

Research in vocational education.

Training programs for those in vocational education.

Experimental, developmental, and pilot programs.

Demonstration of new vocational education curricula.

Projects in the development of new careers and occupations.

Part D - Exemplary Programs and Projects

> "The Congress finds that it is necessary to reduce the continuing seriously high level of youth unemployment by developing means for giving the same kind of attention as is now given to the college preparation needs of those young persons who go to college, to the job preparation needs of the two out of three young persons who end their education at or before completion of the secondary level -- The purposes of this part, therefore, are to stimulate, through federal financial support, new ways to create a bridge between school and earning a living for young people, who are still in school, who have left school either by graduation or by dropping out, or who are in postsecondary programs of vocational preparation, and to promote cooperation between public education and manpower agencies."

Part F - Not applicable to the railroad industry.

Part G - Cooperative Vocational Education Programs

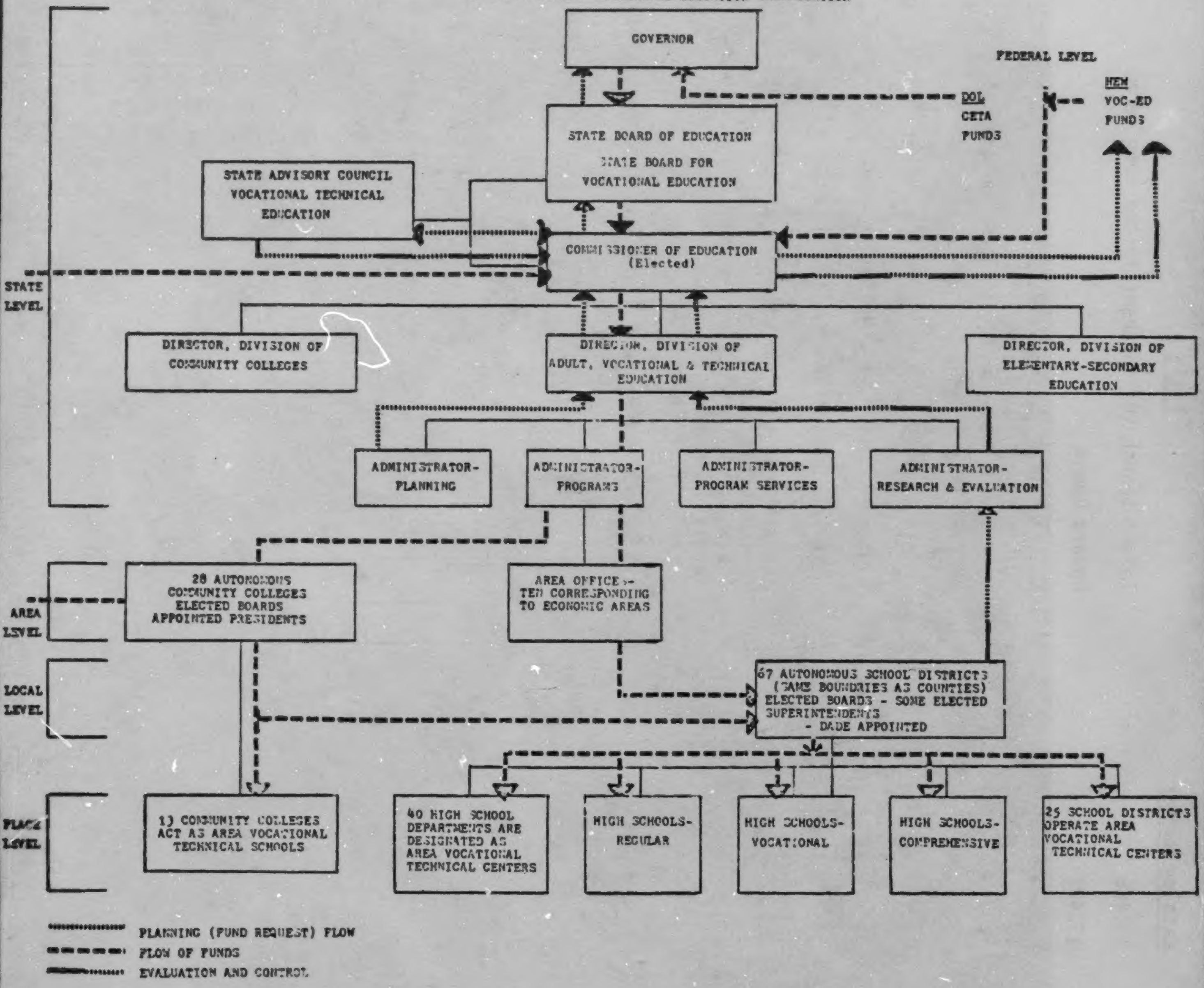
> "The Congress finds that cooperative work-study programs offer many advantages in preparing young people for employment -- it is the purpose of this part to assist the State to expand cooperative work-study programs by providing financial assistance for personnel to coordinate such programs, and to provide instruction related to the work experience; and to pay costs for certain services, such as transportation, etc."

Part H - Work-Study Programs for Vocational Education Students

> This part provides a means by which a student who is enrolled in a vocational education program, but who needs financial assistance in order to remain in school can receive subsidized employment, either in the school or in a private or public non-profit agency. It differs from Part G programs in that the work portion of the program is a financial aid, not an integral part of the vocational training.

The flow of the funding process is indicated by the light broken lines on the chart. The actual approval of the plan follows the direct lines of the organizational hierarchy. PL 90-576 specifies that the plan must be submitted to the federal level through and with the approval of the State Board. PL 90-576 is also specific in requiring that the plan must be developed in consultation with the State Advisory Council. This State Advisory Council includes membership from the industries that are users of vocational education programs. For this reason a good strategy on the part of the railroad industry might be to seek railroad industry representation on State Advisory Councils. In addition, the various vocational education schools at both the secondary and post-secondary levels have advisory councils. This is another area where the railroads might be wise to seek representation.

FUNDING, PLANNING, EVALUATION
STATE OF FLORIDA--VOCATIONAL EDUCATION ORGANIZATION


GOVERNOR
FEDERAL LEVEL
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FUNDS
STATE BOARD OF EDUCATION
STATE BOARD FOR VOCATIONAL EDUCATION
STATE ADVISORY COUNCIL VOCATIONAL TECHNICAL EDUCATION
COMMISSIONER OF EDUCATION (Elected)
STATE LEVEL
DIRECTOR, DIVISION OF COMMUNITY COLLEGES
DIRECTOR, DIVISION OF ADULT, VOCATIONAL & TECHNICAL EDUCATION
DIRECTOR, DIVISION OF ELEMENTARY-SECONDARY EDUCATION
ADMINISTRATOR-PLANNING
ADMINISTRATOR-PROGRAMS
ADMINISTRATOR-PROGRAM SERVICES
ADMINISTRATOR-RESEARCH & EVALUATION
AREA LEVEL
28 AUTONOMOUS COMMUNITY COLLEGES ELECTED BOARDS APPOINTED PRESIDENTS
AREA OFFICES-TEN CORRESPONDING TO ECONOMIC AREAS
LOCAL LEVEL
67 AUTONOMOUS SCHOOL DISTRICTS (SAME BOUNDRIES AS COUNTIES) ELECTED BOARDS - SOME ELECTED SUPERINTENDENTS - DADE APPOINTED
PLACE LEVEL
13 COMMUNITY COLLEGES ACT AS AREA VOCATIONAL TECHNICAL SCHOOLS
40 HIGH SCHOOL DEPARTMENTS ARE DESIGNATED AS AREA VOCATIONAL TECHNICAL CENTERS
HIGH SCHOOLS-REGULAR
HIGH SCHOOLS-VOCATIONAL
HIGH SCHOOLS-COMPREHENSIVE
25 SCHOOL DISTRICTS OPERATE AREA VOCATIONAL TECHNICAL CENTERS
PLANNING (FUND REQUEST) FLOW
FLOW OF FUNDS
EVALUATION AND CONTROL

Catalog References of Possible Interest

Catalog Number	Title
13.488	Talent Search (of interest in the long term)
13.492	Upward Bound
13.493	Vocational Education -- Basic Grants to States
13.495	Vocational Education -- Program Improvement and Supportive Service
13.498	Vocational Education -- Program Improvement Projects
13.510	Higher Education -- Cooperative Education
13.518	Higher Education Instructional Equipment
13.541	Education Television and Radio (Programming)
13.578	Training and Development Awards for Vocational Education Personnel -- Vocational Education Certification Fellowships
13.925	Fund for the Improvement of Postsecondary Education

13.488 TALENT SEARCH

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

AUTHORIZATION: Higher Education Act of 1965, Title IV-A; Public Law 89-329; Public Law 90-575; 20 U.S.C. 1101; Public Law 92-318; Public Law 94-482.

OBJECTIVES: To identify youths of financial or cultural need with exceptional potential for postsecondary educational training and assist them in obtaining admissions to postsecondary schools, with adequate financial aid.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Funds are awarded to institutions and agencies to identify qualified youths of financial or cultural need with an exceptional potential for postsecondary education, encourage them to complete secondary school and undertake postsecondary educational training, that publicize existing forms of student aid. No instruction, tutoring, student financial aid, test fees or other student support may be funded by this program. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Institutions of higher education, including institutions with vocational and career education programs, combinations of such institution, public and private agencies and organizations (including professional and scholarly associations), and, in exceptional cases, secondary schools and secondary vocational schools, for planning, developing and carrying out within the states one or more of the services described in section 417A (a).

Beneficiary Eligibility: Secondary school students of financial or cultural need with an exceptional potential for postsecondary education, including high school and college dropouts and those who have graduated from secondary school but delayed pursuing postsecondary school education. Required income criteria for students or financial need stated in application material. Two-thirds must be low-income; one-third may be culturally disadvantaged.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: Develop a proposal in accordance with regulations, application, and timetables issued by the Commissioner of Education; no State plan is required. Requests for program applications should be made to the Division of Student Services and Veterans Programs, Bureau of Higher and Continuing Education, Office of Education, 400 Maryland Avenue, S.W., Washington, DC 20202. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Federal staff and selected field readers evaluate new proposals on the basis of the funding criteria specified in 45 CFR 159.7. Grants are awarded through the Grants and Procurement Management Division. Program staff do not participate in the proposal evaluation process.

Deadlines: As published in Federal Register.

Range of Approval/Disapproval Time: 30 to 90 days.

Appeals: None.

Renewals: Multi-year awards commencing in June 1977.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: Multi-year awards commencing in June 1977.

POST ASSISTANCE REQUIREMENTS:

Reports: Quarterly and annual financial and performance reports and one interim and one final data collection report each year.

Audits: In accordance with the General Provisions governing OE Programs, 45 CFR 100a. 301(h)(1) and (2).

Records: In accordance with 45 CFR 100a. 477 and 45 CFR 159.13.

FINANCIAL INFORMATION:

Account Identification: 75-0293-0-1-502.

Obligations: (Grants) FY 77 $8,906,780; FY 78 est $12,000,000; and FY 79 est $12,000,000.

Range and Average of Financial Assistance: $50,000 to $150,000; $77,450.

PROGRAM ACCOMPLISHMENTS: For program year 1977-78, 172,483 students received project activities and services. For fiscal year 1979, the estimate is 172,485 students to be served.

REGULATIONS, GUIDELINES, AND LITERATURE: Regulations 45 CFR 100 and 159; Application Information mailed annually to the Office of the President of postsecondary institutions. Applications can also be obtained from the Division of Student Services and Veterans Programs, Bureau of Higher and Continuing Education, Office of Education, 400 Maryland Ave. S.W., Washington, DC 20202. No charge.

INFORMATION CONTACTS:

Regional or Local Office: None.

Headquarters Office: David D. Johnson, Director, Division of Student Services and Veterans Programs, Bureau of Higher and Continuing Education, Office of Education, 400 Maryland Avenue, S.W., Washington, DC 20202. Telephone: (202) 245-6665.

RELATED PROGRAMS: 13.418, Supplemental Educational Opportunity Grants; 13.460, Higher Education Act Insured Loans; 13.463, Higher Education Work-Study; 13.471, National Direct Student Loans; 13.482, Special Services for Disadvantaged Students; 13.492, Upward Bound; 13.539, Basic Educational Opportunity Grant Program; 13.543, Educational Opportunity Centers.

13.492 UPWARD BOUND

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

AUTHORIZATION: Higher Education Act of 1965, Title IV-A; Public Law 89-329; Public Law 90-575; 20 U.S.C. 1101; Public Law 92-318; Public Law 94-482.

OBJECTIVES: To generate the skill and motivation necessary for success in education beyond high school among young people from low-income families and with inadequate secondary school preparation.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Funds are awarded to eligible grantees to provide academic instructional programs, career and academic counseling, and guidance which prepare and motivate low income students with inadequate secondary school preparation to pursue education beyond high school. Funds may be used to support a required residential summer phase and academic year follow-up program, and to pay stipends to students, not to exceed $30 a month. JOINT FUNDING: This program is considered suitable for joint funding with other closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Institutions of higher education, including institutions with vocational and career education programs, combinations of such institutions, public and private agencies and organizations (including professional and scholarly associations), and, in exceptional cases, secondary schools and secondary vocational schools.

Beneficiary Eligibility: Students must meet income criteria established annually by the Commissioner, and be characterized as having an inadequate secondary preparation for postsecondary education. Such students would not have considered postsecondary enrollment, nor have been likely to gain admission and successfully pursue an academic career without the program. Required income criteria are stated in application materials.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: Develop a proposal in accordance with regulations, application and timetables issued by the Commissioner of Education; no State plan is required. Requests for program applications should be made to the Division of Student Services and Veterans Programs, Bureau of Higher and Continuing Education, Office of Education, 400 Maryand Avenue, S.W., Washington, DC 20202. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Federal staff and selected field readers evaluate new proposals on the basis of the funding criteria specified in 45 CFR 155.8. Grants are awarded through the Grants and Procurement Management Division. Program staff do not participate in the evaluation process for new proposals.

Deadlines: As published in the Federal Register.

Range of Approval/Disapproval Time: From 30 to 90 days from the time the application is submitted.

Appeals: None.

Renewals: Multi-year awards commencing in June 1977.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: Multi-year awards commencing in June 1977.

POST ASSISTANCE REQUIREMENTS:

Reports: Financial and performance reports are submitted on a quarterly and annual basis. Individual student data are submitted to the Upward Bound data bank as changes occur.

Audits: In accordance with the general Provisions governing OE Programs, 45 CFR 100a. 301(h)(1) and (2).

Records: In accordance with 45 CFR 100a.477 and 45 CFR 155.13.

FINANCIAL INFORMATION:

Account Identification: 75-0293-[illegible]1-502.

Obligations: (Grants) FY 77 $41,456,120; FY 78 $47,000,000; and FY 79 est $47,000,000.

Range and Average of Financial Assistance: $26,863 to $386,062; $92,100.

PROGRAM ACCOMPLISHMENTS: A recent study of the participants in 1973 verified that 80 percent of the participants graduated from high school and enrolled in postsecondary educational program with and additional lag-entry rate of 12 percent for those students who did not immediately enroll in postsecondary education. In program year 1976/77, 41,834 students were enrolled in projects. For program year 1977-78, it is estimated that 43,668 students will participate in the program.

REGULATIONS, GUIDELINES, AND LITERATURE: Regulations, 45 CFR Parts 100 and 155. Application Information mailed annually to the Office of the President of postsecondary institutions. Applications can also be obtained from the Division of Student Services and Veterans Programs, Bureau of Higher and Continuing Education, Office of Education, 400 Maryland Ave. S.W., Washington, DC 20202. No charge.

INFORMATION CONTACTS:

Regional or Local Office: None.

Headquarters Office: David D. Johnson, Director, Division of Student Services and Veterans Programs, Bureau of Higher and Continuing Education, Office of Education, 400 Maryland Avenue, S.W., Washington, DC 20202. Telephone: (202) 245-6665.

RELATED PROGRAMS: 13.418, Supplemental Educational Opportunity Grants; 13.460, Higher Education Act Insured Loans; 13.463, Higher Education Work-Study; 13.471, National Direct Student Loans; 13.482, Special Services for Disadvantaged Students; 13.488, Talent Search; 13.539, Basic Educational Opportunity Grant Program; 13.543, Educational Opportunity Centers.

13.493 VOCATIONAL EDUCATION–BASIC GRANTS TO STATES

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION AND WELFARE

AUTHORIZATION: Vocational Education Act of 1963, as amended by Title II of the Education Amendments of 1976, Public Law 94-482; 20 U.S.C. 2301 to 2461; 90 Stat. 2168-2213.

OBJECTIVES: To assist states in improving planning and in conducting vocational programs for persons of all ages in all communities who desire and need education and training for employment.

TYPES OF ASSISTANCE: Formula Grants.

USES AND USE RESTRICTIONS: For vocational education programs; cooperative vocational education programs; energy education programs; construction of area vocational education school facilities; support of full-time personnel to eliminate sex bias; provision of stipends if necessary due to inadequate funding in other programs; placement services for students who have successfully completed vocational education programs if necessary due to inadequate funding in other programs; industrial arts programs; support services for women who enter programs designed to prepare individuals for employment in jobs which have been traditionally limited to men; day care services for children of vocational students; vocational education for displaced homemakers and other special groups; construction and operation of residential vocational schools; vocational training through arrangements with private vocational training institutions; and State and local administration costs. State must use 80 percent of its allotment under Section 102(a) for these purposes. State must also allocate the following minimum portions of their total allotment under Section 102(a) as follows: 20 percent for vocational education for the disadvantaged and for persons who have limited English- speaking ability and for stipends; 15 percent for postsecondary and adult vocational education; and 10 percent for vocation education programs for handicapped persons. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: State boards for vocational education.

Beneficiary Eligibility: Individuals requiring vocational training.

Credentials/Documentation: Establishment of a State Advisory Council and certification of five-year State plan and annual program plan by the State board and State Attorney General. Governors (or their designated Plan review agencies must be given an opportunity to review the State Plan pursuant to Part III, Attachment A of OMB Circular No. A-95 (revised). Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Five-year State plans and annual program plans must be prepared by involving the active participation of representatives of 10 agencies, councils and individuals and consultation with the State Advisory Council. They are subject to public hearings and must be available to the public. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised).

Application Procedure: Submission of five-year State plan and annual program plan to the Commissioner of Education.

Award Procedure: Commissioner approves five-year State plan and annual program plan and returns it to the State board. When funds become available, the Office transmits formal notification of awards to the State board. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: July 1.

Range of Approval/Disapproval Time: Approximately 30 days.

Appeals: A State board which is dissatisfied with the final action of the Commissioner in disapproving a State plan is afforded reasonable notice and opportunity for a hearing. If still dissatisfied, may appeal to the appropriate United States Court of Appeals.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Funds are allotted on the basis of an amount which bears the same ratio (50 percent, 20 percent, 15 percent), of the sums being allotted, as the product of the population aged (15- 19, 20-24, 25-65, each inclusive and corresponding to percent of sums), in the State in the preceding fiscal year, and the State's allotment ratio, bears to the sum of the corresponding products for all the States; plus an additional 15 percent based on the above formula. No State's allotment under Section 103(a) shall be less than $200,000. The allotment ratio for any state shall be 1.00 less the product of 0.50, and the quotient obtained by dividing the per capita income for the state by the per capita income for all the states (exclusive of the outlying territories), except that the allotment ratio in no case shall be more than for the total program and for each of the national priority programs, 0.60 or less than 0.40, and the allotment ratio for the outlying territories shall be 0.60. Matching is 50/50 except for American Samoa, Guam, Northern Marianna Islands, Virgin Islands and the Trust Territories of the Pacific which is 100 percent Federal.

Length and Time Phasing of Assistance: Fiscal year. Funds appropriated during any fiscal year ending prior to October 1, 1978, which are not obligated or expended prior to the beginning of the next fiscal year, shall remain available for obligation and expenditure during such succeeding fiscal year. States draw funds as needed under Letter of Credit.

POST ASSISTANCE REQUIREMENTS:

Reports: Financial and Program Performance reports as required by OMB Circular No. A-102 implemented by OE General Provisions, Title 45 CFR Part 100b, Subparts P and Q. Continuous evaluation by the State board and annual evaluation by the State Advisory Council.

Audits: As required by OMB Circular No. A-102 implemented by OE General Provisions, Title 45 CFR Part 100b, Subpart R.

Records: As required by OMB Circular No. A-102 implemented by OE General Provisions, Title 45 CFR Part 100b, Subpart R.

FINANCIAL INFORMATION:

Account Identification: 75-0273-0-1-501.

Obligations: (Grants) FY 77 est $476,930,612; FY 78 est $413,303,288; and FY 79 est $430,671,966.

Range and Average of Financial Assistance: $143,130 to $35,964,514; $7,250,934.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1978, an estimated 15,754,000 students were enrolled in vocational education programs.

REGULATIONS, GUIDELINES, AND LITERATURE: Rules and Regulations, Title 45 CFR, part 104; "Vocational Education and Occupations", Government Printing Office, $2.25; "Career Education," Government Printing Office, $0.20.

INFORMATION CONTACTS:

Regional or Local Office: See the appendix for a list of the addresses of HEW regional offices.

Headquarters Office: Richard E. Carlson, Director, Division of Vocational and Technical Education, Bureau of Occupational and Adult Education, Office of Education, Washington, DC 20202 Telephone: (202) 245-3488.

RELATED PROGRAMS: 13.449, Handicapped Preschool and School Programs; 13.494, Vocational Education-Consumer and Homemaking; 13.499, Vocational Education-Special Needs; 13.500, Vocational Education-State Advisory Councils; 13.558, Bilingual Vocational Training; 13.560, Regional Education Programs for Deaf and Other Handicapped Persons; 17.232, Comprehensive Employment and Training Programs; 23.002, Appalachian Supplements to Federal Grant-in-Aid; 23.012, Applachian Vocational and other Education Facilities and Operations.

13.495 VOCATIONAL EDUCATION–PROGRAM IMPROVEMENT AND SUPPORTIVE SERVICE

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION AND WELFARE

AUTHORIZATION: Vocational Education Amendments of 1963, as amended by Title II of the Education Amendments of 1976, Public Law 94-482; 20 U.S.C. 2301-2461; 90 Stat. 2168-2213.

OBJECTIVES: To assist the states in improving their programs of vocational education and in providing supportive services for such programs.

TYPES OF ASSISTANCE: Formula Grants.

USES AND USE RESTRICTIONS: To support State research coordination units (RCU) and for contracts by RCU's for research programs, exemplary and innovative programs, and curriculum development programs. To support vocational guidance and counseling programs and services, provision of preservice and inservice training, grants to overcome sex bias, and State and local administration costs. State must use 20 percent of its allotment under Section 102(a) for these purposes and not less than 20 percent of the above amount for vocational guidance and counseling. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: State boards for vocational education.

Beneficiary Eligibility: Research Coordination Units, contracts with institutions and individuals needing vocational training and services.

Credentials/Documentation: Establishment of a State Advisory Council and certification of five-year State plan and annual program plan by the State board and State Attorney General. Governors (or their designated Plan review agencies) must be given an opprotunity to review the State plan pursuant to Part III, Attachment A of OMB Circular No. A-95 (revised). Costs will be determined in accordance with FMC 74-4 for State and local governments. State plan deadline is July 1.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Five-year State plans and annual program plans must be prepared by involving the active participation of representatives of 10 agencies, Councils and individuals and in consultation with the State Advisory Council. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised.)

Application Procedure: Submission of five-year State plan and annual program plan to the Commissioner of Education.

Award Procedure: Commissioner approves five-year State plan and annual program plan and returns it to the State Board. When funds become available, the Office transmits formal notification of grant award to the State board. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: July 1.

Range of Approval/Disapproval Time: Approximately 30 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Funds are allotted on the basis of an amount which bears the same ratio (50 percent, 20 percent, 15 percent), of the sums being allotted, as the product of the population aged (15- 19, 20-24, 25-65, each inclusive and corresponding to percent of sums), in the State in the preceding fiscal year, and the State's allotment ratio, bears to the sum of the corresponding products for all the states; plus an additional 15 percent based on the above formula. No State's allotment under Section 103(a) shall be less than $200,000. The allotment ratio for any State shall be 1.00 less the product 0.50 and the quotient obtained by dividing the per capita income for the State by the per capita income for all the states (exclusive of the outlying territories), except that the allotment ratio in no case shall be more than 0.40, and the allotment ratio for the outlying territories shall be 0.60. Matching is 50/50 for the total program and for each of the national priority programs, except for American Samoa, Guam, Northern Mariana Islands, Virgin Islands and the Trust Territories of the Pacific which is 100 percent Federal.

Length and Time Phasing of Assistance: Fiscal year. Funds appropriated during any fiscal year ending prior to October 1, 1978, which are not obligated or expended prior to the beginning of the next fiscal year, shall remain available for obligation and expenditure during such succeeding fiscal year. States draw funds as needed under Letter of Credit.

POST ASSISTANCE REQUIREMENTS:

Reports: Financial and Program Performance reports as required by OMB Circular No. A-102 implemented by OE General Provisions, Title 45 CFR Part 100b, Subpart P and Q. Continuous evaluation by the State board and annual evaluation by the State Advisory Council.

Audits: As required by OMB Circular No. A-102 implemented by OE General Provisions, Title 45 CFR Part 100b, Subpart R.

Records: As required by OMB Circular No. A-102 implemented by OE General Provisions, Title 45 CFR Part 100b, Subpart R.

FINANCIAL INFORMATION:

Account Identification: 75-0273-0-1-501.

Obligations: (Grants) FY 77 $17,000,000; FY 78 est $103,325,822; and FY 79 est $107,667,991.

Range and Average of Financial Assistance: $35,782 to $8,991,128; $1,812,733.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1978, an estimated 57 RCU's will be supported and 250,000 students will be served.

REGULATIONS, GUIDELINES, AND LITERATURE: Rules and Regulations Title 45 CFR, Part 104. Vocational Education and Occupation- Government Printing Office $2.25; Learning for Earning-Government Printing Office $2.25. Career Education-Government Printing Office, $0.20.

INFORMATION CONTACTS:

Regional or Local Office: See the appendix for a list of the addresses of HEW regional offices.

Headquarters Office: Richard E. Carlson, Director, Division of Vocational and Technical Education, Bureau of Occupational and Adult Education, Office of Education, Washington, DC 20202. Telephone: (202) 245-3488.

RELATED PROGRAMS: 13.493, Vocational Education-Basic Grants to States; 13.494, Vocational Education-Consumer and Homemaking; 13.498, Vocational Education-Program Improvement Projects; 13.499, Vocational Education- Special Needs; 13.500, Vocational Education-State Advisory Councils; 13.558, Bilingual Vocational Training.

13.498 VOCATIONAL EDUCATION–PROGRAM IMPROVEMENT PROJECTS

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

AUTHORIZATION: Vocational Education Act of 1963, Title I, Part B, Subpart 2, Section 171, as amended by the Education Amendments of 1976, Public Law 94-482, Title II; 20 U.S.C. 2401; 90 Stat. 2201.

OBJECTIVES: To provide support for (1) a National Center for Research in Vocational Education and (2) projects for research, curriculum development, and demonstration in vocational education.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: Grants may only be awarded if the applicant can demonstrate a reasonable probability that such a grant will result in improved teaching techniques or curriculum materials will be used in a substantial number of classrooms or other learning situations within 5 years after the termination date of such grants. Awards may only be made for projects that fit within the definition of vocational education. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Public organizations, institutions, and agencies; nonprofit and profit-making private organizations, institutions, and agencies; and individuals. Profit-making private organizations, institutions, and agencies, and individuals are eligible for contracts only. Eligible applicants for the National Center for Research in Vocational Education include nonprofit agencies only.

Beneficiary Eligibility: Broad field of vocational education.

Credentials/Documentation: Legal signature by a designated official on the grant application or contract proposal. For project grants, costs will be determined in accordance with Appendix B (State and local governments), Appendix C (Educational Institutions), or Appendix D (Nonprofit organizations) of the OE General Provisions, 45 CFR Part 100. These appendices implement, and are consistent with, FMC 74-4 and FMC 73-8.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: For project grants, application forms furnished by the Office of Education must be used for this program. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program by applicants which are State or local governments.

Application Procedure: The application or proposal must be prepared in accordance with program announcements. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Applications and proposals are reviewed, approved, and after negotiation, either OE Form 5232 (grants) or HEW Form 554 plus general provisions (contracts) is sent to the recipient. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: As announced by the Commissioner of Education.

Range of Approval/Disapproval Time: 90 to 120 days.

Appeals: For grants, not applicable; for contracts, as specified in Federal Procurement Regulations, 41 CFR 1-2, 407-8.

Renewals: For the National Center for Vocational Research, yearly for a maximum award period of 5 years. For project grants and contracts, yearly up to a maximum award period of 3 years.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: No matching is required.

Length and Time Phasing of Assistance: Variable, depending upon the particular needs of each project. Funding procedures are specified in the award document.

POST ASSISTANCE REQUIREMENTS:

Reports: Specific reporting requirements are contained in the grant or contract document.

Audits: As required by OE General Provisions, Title 45 CFR, Part 100a, Subpart R.

Records: As required by OE General Provisions, Title 45 CFR, Part 100a, Subpart R.

FINANCIAL INFORMATION:

Account Identification: 75-0273-0-1-501.

Obligations: (Grants and contracts) FY 77 $16,328,000; FY 78 est $18,966,000; and FY 79 est $19,807,000.

Range and Average of Financial Assistance: $60,000 to $4,500,000; $210,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1978, this program will support a National Center for Research in Vocational Education and projects in the areas of Experience-Based Career Education, Disadvantaged and Handicapped, Minorities, Sex-bias and Sex-role stereotyping, Instructional Improvement, and State Administration.

REGULATIONS, GUIDELINES, AND LITERATURE: REGULATIONS, 45 CFR Part 105.

INFORMATION CONTACTS:

Regional or Local Office: See appendix for a list of the addresses of HEW Regional Offices.

Headquarters Office: Howard Hjelm, Director, Division of Research and Demonstration, Bureau of Occupational and Adult Education, Office of Education, Washington, DC 20202. Telephone: (202) 245-9634.

RELATED PROGRAMS: 13.493, Vocational Education–Basic Grants to States; 13.495, Vocational Education-Program Improvement and Supportive Services.

13.510 HIGHER EDUCATION–COOPERATIVE EDUCATION

(Cooperative Education Program)

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

AUTHORIZATION: Higher Education Act of 1965, Title VIII; Public Law 89-329, as amended, Public Law 90-575; Public Law 92-318; 20 U.S.C. 1071, Public Law 94-982; 20 U.S.C. 1087 a, 1087b, and 1087c.

OBJECTIVES: To provide Federal support for cooperative education programs including the planning, establishment, expansion, or carrying out of such programs in institutions of higher education for the training of persons in the planning, establishment, administration, or coordination of programs of cooperative education, for projects demonstrating or exploring the feasibility or value of innovative methods of cooperative education, or for research into methods of improving, developing, or promoting the use of cooperative education programs in institutions of higher education. Cooperative Education programs are those which alternate periods of academic study with periods of public or private employment related to the student's academic program a professional goals.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: The planning, establishment, expansion, or carrying out by the funded institutions of programs of cooperative education that alternate periods of academic study with periods of public or private employment. Salaries and administrative expenses are payable from these funds. No money appropriated under this program may be used for payment of compensation of students for employment by employers. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Institutions of higher education, including junior colleges, four-year colleges and universities, and other public or private nonprofit agencies and organizations.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: The applicant must submit a signed statement that it has complied with Federal civil rights legislation including Title VI of the Civil Rights Act of 1964, and that it meets the definition of higher education given in Section 1201 of HEA of 1965, as amended.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: None.

Application Procedure: Submit completed application and proposal according to the established guidelines of instructions to Application Control Center, U.S. Office of Education, 400 Maryland Avenue, S.W., Washington, DC 20202. For proper identification and distribution this Attention line must be used-Attention: 13.510. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Proposals and applications are evaluated by outside consultants, experts in fields of education, and the OE Division staff. The Grant and Procurement Management Division makes final awards. These offices are also responsible for notifying Members of Congress and the funded institutions of higher education of grant approval.

Deadlines: Announcement published annually in "Federal Register"; stated on application instruction booklet (usually late Fall).

Range of Approval/Disapproval Time: Approximately 6 months.

Appeals: None.

Renewals: Same as for new request. (Resubmit proposal.)

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Not applicable. The maximum grant an institution of higher education may receive in a single fiscal year for the administration of programs is $175,000 in any fiscal year. A Consortium may receive $125,000 times the number of institutions in the consortium. However, no such limitation applies to training or research programs. Federal support of administrative costs is limited to 100 percent in the first year, and then declines in subsequent years to 90 percent, 80 percent, 40 and 30 percent.

Length and Time Phasing of Assistance: Up to but not exceeding 12 months. Federal aid not to exceed 5 years, but grants are made annually for periods of 12 months.

POST ASSISTANCE REQUIREMENTS:

Reports: It is required that annual fiscal and progress reports be submitted at the termination of the grant period and that other information be furnished if requested.

Audits: Subject to a Federal audit anytime during the term of the grant and within a period of 5 years after the termination of Federal support.

Records: Must be retained for 5 years after the end of the fiscal year during which the expenditures were made or until the grantee is notified that the records are no longer needed.

FINANCIAL INFORMATION:

Account Identification: 75-0293-0-1-502.

Obligations: (Grants) FY 77 $12,250,000; FY 78 est $15,000,000; and FY 79 est $4,000,000.

Range and Average of Financial Assistance: $20,000 to $100,000; $41,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, 276 institutions of higher education received grants totaling $12,250,000 to provide support during the 1977-78 academic year. Grantees are located in 42 states, the District of Columbia, and Puerto Rico.

REGULATIONS, GUIDELINES, AND LITERATURE: Instructions for Submitting a Proposal- Cooperative Education Programs, fiscal year 1977, no charge; Cooperative Education Programs, Cumulative Awards, no charge.

INFORMATION CONTACTS:

Regional or Local Office: Not applicable.

Headquarters Office: Dr. John L. Chase, Chief, Cooperative Education Branch, Division of Training and Facilities, Bureau of Higher and Continuing Education, U.S. Office of Education, Washington, DC 20202. Telephone: (202) 245-2146.

RELATED PROGRAMS: 13.454, Higher Education-Strengthening Developing Institutions; 13.463, Higher Education- Work-Study; 13.495, Vocational Education-Program Improvement and Supportive Services.

13.518 HIGHER EDUCATION INSTRUCTIONAL EQUIPMENT

(Instructional Equipment Grants Program)

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

AUTHORIZATION: Higher Education Act of 1965, Title VI, Public Law 89-329, amended Public Law 89-752, amended Public Law 90-575; 20 U.S.C. 1121.

OBJECTIVES: To improve the quality of undergraduate instruction in institutions of higher education by providing financial assistance on a matching basis for the acquisition of instructional equipment, materials, and related minor remodeling.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Grants may be made for acquisition of equipment, materials, and related minor remodeling to be used for the improvement of undergraduate instruction. All types of instructional equipment, including closed circuit television equipment and materials that relate directly to a specific instructional project, can be included with the exception of general library acquisitions, large scale computers, general purpose furniture, glassware, chemicals, supplies, radio and television broadcast apparatus, textbooks, and recreational equipment. Schools or departments of divinity are not eligible. Funds in form of grants are made on a matching basis (average equaling 50 percent) for acquisition in two categories. Category I: Instructional equipment materials and minor remodeling; Category II: Closed Circuit TV equipment, materials and related remodeling. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Public or nonprofit institutions of higher education, including trade and vocational schools or combinations of such institutions are eligible. These institutions must offer not less than a 1- year program of training to prepare students for gainful employment in a recognized occupation as defined in the Higher Education Act of 1965, as amended.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Status of Accreditation Letter if applicant is not listed in the Office of Education-Education Directory or its supplements.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Contact State Board of Education or State Commission of Higher Education.

Application Procedure: Applicant prepares two copies of application. These copies are sent to the State Commission for recommendation and priority consideration. Applications given funding priority are forwarded to the Office of Education for approval. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Final grant award is made by the Office of Education. This office is responsible for providing notification of the grant approval to the applicant as well as the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: Closing dates for receipt of applications vary by State. All State Commissions must forward applications to Office of Education by April 1.

Range of Approval/Disapproval Time: 30 to 120 days.

Appeals: None.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Determination of State allotments is established in the Higher Education Act of 1965. The percentage of matching funds required and grant limitations are in the appropriate State plans established by the State Commissions. No grant can be larger than 50 percent except in special situations defined in a State plan which permits a maximum up to 80 percent.

Length and Time Phasing of Assistance: All costs must be incurred not later than 12 months after grant approval. Funds are generally disbursed by Letter of Credit procedure.

POST ASSISTANCE REQUIREMENTS:

Reports: Project completion reports indicating total costs incurred and maintenance of financial effort are required not later than 13 months after grant approval date.

Audits: Performed at discretion of Department of Health, Education, and Welfare.

Records: Records must be maintained for 5 years after close of fiscal year in which the expenditures were made by grantee or until grantee is notified of completion of Federal fiscal audit, whichever is earlier.

FINANCIAL INFORMATION:

Account Identification: 75-0212-0-1-503.

Obligations: (Grants) FY 77 $7,500,000; FY 78 $7,500,000; and FY 79 est $0.

Range and Average of Financial Assistance: $500 to $50,000; $10,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, 601 Category I grants and 224 Category II grants (closed circuit TV equipment) were made. In fiscal year 1978 an estimated 800 grants will be made.

REGULATIONS, GUIDELINES, AND LITERATURE: 45 CFR 171.1 to 171.12; Instructions for Preparation and Submission of Application as furnished by the Federal agency. State Plans (available from State Commission Offices).

INFORMATION CONTACTS:

Regional or Local Office: Contact State Board of Education or State Commission of Higher Education.

Headquarters Office: Frank Stevens, Office of Libraries and Learning Resources, Division of Library Programs, Elementary and Secondary Education, U.S. Office of Education, 400 Maryland Avenue, S.W., Washington, DC 20202. Telephone: (202) 245-5930.

RELATED PROGRAMS: 13.406, College Library Resources; 13.413, Educational Broadcasting Facilities (Public Broadcasting).

13.541 EDUCATION TELEVISION AND RADIO (PROGRAMMING)

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

AUTHORIZATION: The Special Projects Act, Section 402; Public Law 93-380 (Education Amendments of 1974), 20 U.S.C. 1851.

OBJECTIVES: To carry out the development, production, evaluation, dissemination, and utilization of innovative educational television and/or radio programs designed for broadcast and/or nonbroadcast uses to help children, youths, or adults to learn.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: Only contract awards will be made with the following requirements and criteria except to the extent modified in specific Requests for Proposals: (1) need for the programming; (2) educational impact; (3) applicability of subject matter to television or radio; (4) successful models on designs; (5) cost per viewer; (6) project scope. Unsolicited proposals will not be accepted.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: State and local governments, public and private agencies, profit and nonprofit organizations, associations, institutions, and individuals.

Beneficiary Eligibility: Children, youths, and adults in formal and informal settings.

Credentials/Documentation: Submission of application for Special Projects Act and compliance with funding requirements and criteria stated in Regulations, 45 CFR 160, Appendix II.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: None. Proposals are received in response to Requests for Proposals (RFP). Proposers shall follow the detailed instructions received in the RFP or the instructions contained in the "Commerce Business Daily" synopsis. Proposal packages may be obtained by writing to the address included in the "Commerce Business Daily". This program is subject to the provisions of OMB Circular No. A-102.

Application Procedure: Proposals must be sent to Office of Education, Application Control Center, Washington, DC 20202. (Unsolicited proposals for contract awards will not be accepted.)

Award Procedure: Proposals are reviewed and evaluated on the basis of criteria formula developed from the statement of work in the RFP. Contracts are awarded to successful bidders who rank highest in the evaluation. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: No specific deadlines for submission of proposals have been established. There is a customary turn-around time of 60 days from the date the RFP is published in the "Commerce Business Daily" to final submission of a proposal.

Range of Approval/Disapproval Time: Proposals submitted in response to an RFP are eligible for funding during the current year of the appropriation only.

Appeals: Appeal procedure provided for per FDR 1-7, 102-12, Disputes.

Renewals: Requires, if given, appropriate justification and prior approval.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: One goal for any program supported under this activity must be the ability to sustain the programming effort beyond the long term plans and efforts to develop financial independence as outlined in the proposal. Self-support mechanism should be addressed by the proposal and consideration given to all alternatives, immediate and long run.

Length and Time Phasing of Assistance: Assistance is normally provided for 1 year. Payments are normally made on a quarterly basis.

POST ASSISTANCE REQUIREMENTS:

Reports: Contractors are required to file progress reports and final documentation of the completed project per scope of work.

Audits: In accordance with OMB Circular No. A-102 (Attachment C) and HEW/OE General Provisions for Direct Project Grant and Contract Programs, Part 100a (Subpart R).

Records: In accordance with OMB Circular No. A-102 (Attachment C) and HEW/OE General Provisions for Direct Project Grant and Contract Programs, Part 100a (Subpart R).

FINANCIAL INFORMATION:

Account Identification: 75-0270-0-1-503.

Obligations: (Contracts) FY 77 $7,000,000; FY 78 est $5,000,000; and FY 79 est $5,000,000.

Range and Average of Financial Assistance: Average: Not applicable.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, program funds supported "Sesame Street", "The Electric Company", and the "Parenting Series". In fiscal year 1978, "Sesame Street" and the "Parenting Series" will be funded. In fiscal year 1979, "Sesame Street" and the "Parenting Series" will be continued and two or three new pilots will be undertaken.

REGULATIONS, GUIDELINES, AND LITERATURE: Final Rules and Regulations, July 15, 1976, 45 CFR 160, Special Projects Act.

INFORMATION CONTACTS:

Regional or Local Office: Not applicable.

Headquarters Office: Malcolm Davis, Educational Technology Development Branch, Division of Educational Technology, Office of Libraries and Learning Resources, Bureau of Elementary and Secondary Education, Office of Education, 400 Maryland Avenue, S.W., Washington, DC 20202. Telephone: (202) 245-9228.

RELATED PROGRAMS: 13.413, Educational Broadcasting Facilities (Public Broadcasting; 13.530, Emergency School Aid Act– Educational Television.

13.578 VOCATIONAL EDUCATION–TEACHER EDUCATION CERTIFICATION FELLOWSHIP PROGRAM

FEDERAL AGENCY: OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

AUTHORIZATION: Vocational Education Act of 1963, Title I, Part B, Subpart 2, Section 172, as amended by the Education Amendments of 1976, Public Law 94-482, Title II; 20 U.S.C 2402; 90 Stat. 2204.

OBJECTIVES: To provide adequate numbers of teachers and related classroom instructors in vocational education in order to take full advantage of the education which has been provided to already certified teachers who are unable to find employment in their fields of training. Assistance is also available to individuals employed in business, industry or agriculture who have skills and experiences in vocational fields by providing opportunities to such individuals to achieve certification in vocational fields. Awards will primarily be made in areas of shortage.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Funds paid to grantees (institutions) beyond stipends and allowances for each individual awardee must cover the cost of tuition and non-refundable fees. After payment of these allowable costs, any funds remaining must be used to improve the institutional vocational programs. Individuals continue to receive funds while maintaining satisfactory progress and essentially full time participation in their programs.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Individuals who have been certified within the last 10 years and are unable to find employment in their field of certification. If those teachers have skills and experience in vocational fields for which they can be trained and be certified and persons in industry, business, and agriculture who have skills and experience in vocational fields for which there is need for vocational instructors (but who do not necessarily have baccalaureate degrees).

Beneficiary Eligibility: Future vocational education students who will be instructed by persons certified through this program as well as institutions who train individuals in this program.

Credentials/Documentation: Costs will be determined in accordance with Appendix C (Educational Institutions) of the OE General Provisions, 45 CFR Part 100. This appendix implements, and is consistent with, FMC 73-8.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Application forms furnished by the Office of Education must be used for this program.

Application Procedure: Applications must be prepared and submitted in accordance with program announcements.

Award Procedure: After completion of a competitive review of applications by a panel of Federal and non- Federal experts, the Deputy Commissioner, BOAE, approves a fellow for support. Upon completion of negotiations, the Office of Education Grants and Procurement Management Division sends the notification of grant award (OE Form 5232) to the approved institutions chosen by the successful applicants to cover stipends, dependency allowances, and institutional allowances. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: As announced by the Commissioner of Education in the Federal Register.

Range of Approval/Disapproval Time: Between 60 to 90 days.

Appeals: Not applicable.

Renewals: Fellowship awards will be made for periods not to exceed 24 months, subject to continued availability of Federal funds after the first 12 months.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: 12 months (September to August) for up to a 24 month period.

POST ASSISTANCE REQUIREMENTS:

Reports: Specific reporting requirements are contained in the grant document.

Audits: As required by OE General Provisions, Title 45 CFR, Part 100a, Subpart R.

Records: As required by OE General Provisions, Title 45 CFR, Part 100a, Subpart R.

FINANCIAL INFORMATION:

Account Identification: 75-0273-0-1-501.

Obligations: (Grants) FY 77 $0; FY 78 est $1,850,000; and FY 79 est $1,850,000.

Range and Average of Financial Assistance: $9,000 to $27,000; $18,000. Individual: Stipends-$5,400 and Allowance for each dependent-$845. Institutional allowance: $2,500.

PROGRAM ACCOMPLISHMENTS: In school year 1979-80, approximately 190 fellows will be trained in 50 to 100 institutions of higher education.

REGULATIONS, GUIDELINES, AND LITERATURE: Regulations, Title 45 CFR, Part 105.

INFORMATION CONTACTS:

Regional or Local Office: Not applicable.

Headquarters Office: Duane Nielsen, Chief, Vocational Education Personnel Development, Division of Research and Demonstration, Bureau of Occupational and Adult Education, Office of Education, Washington, DC 20202. Telephone: (202) 245-9793.

RELATED PROGRAMS: 13.493, Vocational Education–Basic Grants to States; 13.495, Vocational Education–Program Improvement and Supportive Services; 13.498, Vocational Education–Program Improvement Projects; 13.503, Vocational Education-Graduate Leadership Development Program; 13.586, Bilingual Vocational Instructor Training.

13.925 FUND FOR THE IMPROVEMENT OF POSTSECONDARY EDUCATION

(The Fund)

FEDERAL AGENCY: OFFICE OF THE ASSISTANT SECRETARY FOR EDUCATION, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

AUTHORIZATION: Education Amendments of 1972, Title III, Section 301; Public Law 92-318; 86 Stat. 327.

OBJECTIVES: To provide grants and contracts for innovative programs in postsecondary education.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: The Fund provides project grants for activities sponsored by institutions and agencies which develop and demonstrate more effective approaches to the provision of postsecondary education. Priority is given to activities which relate to: (1) learner-centered change; (2) increased cost-effectiveness; (3) increased diversity; and (4) needed structural change. No restrictions, but low priority is given to requests for student aid and construction costs.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: All postsecondary institutions and agencies.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Not applicable.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Recommend contact with appropriate State higher education agency or 1202 Commission. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: Proposals are submitted directly to the Fund. These documents state the problem to be addressed, provide a description of the program, indicate an evaluation format and list a budget. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Proposals are reviewed by staff, by the Board of the Fund, and by appropriate HEW officials as a basis for grants and contracts awarded by the Fund to eligible recipients. State 1202 commissions must be given opportunity to comment on projects funded in their states.

Deadlines: As announced.

Range of Approval/Disapproval Time: 1 to 4 months.

Appeals: Appeals may be made to the Director of the Fund.

Renewals: The fund may renew particular grants and contracts as appropriate.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The Fund suggests that some institutional funds be included as part of program support, but this is not required by legislation or regulation.

Length and Time Phasing of Assistance: The Fund plans to support some multi-year projects on a declining fund basis; grants are awarded on a 1, 2, and 3-year basis, with phasing of assistance as required.

POST ASSISTANCE REQUIREMENTS:

Reports: The Fund will require periodic progress evaluation reports from grant and contract recipients.

Audits: Compliance with Standard DHEW Audit Policy.

Records: Grant and contract recipients will be required to maintain standard educational and financial records.

FINANCIAL INFORMATION:

Account Identification: 75-1401-0-1-500.

Obligations: (Grants) FY 77 $11,500,000; FY 78 est $12,000,000; and FY 79 est $14,500,000.

Range and Average of Financial Assistance: $4,000 to $300,000; $70,000.

PROGRAM ACCOMPLISHMENTS: During fiscal year 1977, the Fund, after receiving 1,915 proposals, awarded 81 new grants and 79 continuation grants. In fiscal year 1978, out of an estimated 2,000 proposals, the Fund intends to award approximately 85 new grants, and 82 continuation grants.

REGULATIONS, GUIDELINES, AND LITERATURE: Program Information document dated November 1975 and regulat[illegible] in Federal Register, November 11, 1975. Press releases for fiscal years 1973-77 awards. Booklet, which is entitled "Resources for Change: A Guide to Projects 1977-1978, describes all fiscal year 1977 grants and is available through GPO at a cost of $2.50. The updated version, "Resources For Change: A Guide To Projects 1978-1979, will be available on November 1, 1978, through GPO, at an increased cost of approximately $3.00.

INFORMATION CONTACTS:

Regional or Local Office: Not applicable.

Headquarters Office: Director, Fund for the Improvement of Postsecondary Education, Office of the Assistant Secretary for Education, 400 Maryland Ave. S.W., Washington, DC 20202. Telephone: (202) 245-8091.

RELATED PROGRAMS: 13.454, Higher Education-Strengthening Developing Institutions.

D. U.S. Department of Justice, Law Enforcement Assistance Administration Projects

Training activities funded by the Law Enforcement Assistance Administration are mentioned here because there are some possibilities of using their programs for the training of railroad security personnel. However, in considering this as a source of assistance, it must be remembered that all LEAA funding for training goes to support public employees. The funds are directed to states and municipalities and are used to support institutions such as police academies. These police academies will train police officers from outside their jurisdictions for actual cost remuneration. One difficulty with the use of this funding source is that if the railroad industry is to use it their security personnel must be deputized as public peace officers.

Catalog References of Possible Interest

Catalog Number	Title
16.513	Law Enforcement Assistance -- Training

16.513 LAW ENFORCEMENT ASSISTANCE–TRAINING

(402)(b)(6)

FEDERAL AGENCY: LAW ENFORCEMENT ASSISTANCE ADMINISTRATION, DEPARTMENT OF JUSTICE

AUTHORIZATION: Omnibus Crime Control and Safe Streets Act of 1968, Section 407; Public Law 90-351, as amended by the Omnibus Crime Control Act of 1970; Public Law 91-644; 42 U.S.C. 3746, as amended, Public Law 93-83.

OBJECTIVES: To upgrade the professionalism of criminal justice practitioners through seminars, workshops, and conferences.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: Funds can be used for professional development through seminars, conferences, and workshops, for criminal justice practitioners at all levels. Programs presented shall not duplicate those provided by the Federal Bureau of Investigation. Funds from Section 402(b)(6) shall be used to develop and/or support regional and national training programs, workshops, and seminars to instruct State and local Criminal Justice personnel.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Educational institutions, private contractors, business enterprises, State and local criminal justice agencies and jurisdictions, and any organizations capable of providing professional development assistance.

Beneficiary Eligibility: Beneficiaries must be State and/or local criminal justice personnel or criminal justice operating agency personnel.

Credentials/Documentation: Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program.

Application Procedure: Formal applications are submitted to Director, Training Division, Office of Operations Suppoort, LEAA. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Applicant notified of award by LEAA Central Office. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: Not applicable.

Range of Approval/Disapproval Time: 1 to 3 months.

Appeals: None.

Renewals: Considered on a case-by-case basis.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Not applicable.

Length and Time Phasing of Assistance: Varies with scope and nature of award; generally not to exceed one fiscal year.

POST ASSISTANCE REQUIREMENTS:

Reports: Fiscal and program reports are required in accordance with grant conditions.

Audits: Fiscal and program audits at close of grant and onsite inspections as needed throughout grants.

Records: Records of attendees, all testing, test results, progress reports on attendees/trainees, and expenditure records will be submitted upon completion of project.

FINANCIAL INFORMATION:

Account Identification: 15-0400-0-1-754.

Obligations: (Grants) FY 77 $2,742,000; FY 78 est $4,096,000; and FY 79 est $3,168,000.

Range and Average of Financial Assistance: $10,000 to $400,000.

PROGRAM ACCOMPLISHMEENTS: Criminal Justice Planning, Evaluation And Data Analysis Training for Criminal Justice Personnel; National Manpower Conference; Planning Training for State and Local Planning Agency Personnel; Training in Detection and Disposal of Hazardous Devices; Translations of Corrections Training Materials; Training in the Use of Television and Video Tape Equipment in Training and Management Applications.

REGULATIONS, GUIDELINES, AND LITERATURE: LEAA Handbook HB4500.2A, Categorical Grant Processing Procedures.

INFORMATION CONTACTS:

Regional or Local Office: Not applicable.

Headquarters Office: Training Division, Office of Operations Support, LEAA, Department of Justice, Washington, DC 20531. Telephone: (202) 376-3665.

RELATED PROGRAMS: 16.004, Law Enforcement Assistance-Narcotics and Dangerous Drugs-Training; 16.300, Law Enforcement Assistance-FBI Advanced Police Training; 16.302, Law Enforcement Assistance-FBI Field Police Training; 16.512, Law Enforcement Assistance-Internships; 16.514, Organized Crime Prosecutorial Training.

E. U.S. Department of Labor, Employment and Training Administration

The Employment and Training Administration is responsible for the administration and operation of a wide variety of services. The primary service functions of ETA center about the apprenticeship programs, operated under the Bureau of Apprenticeship and Training, and the various services provided under the Comprehensive Employment and Training Act, commonly referred to as CETA. The training support which is applicable to the railroad industry's needs is available through the CETA program. Those CETA Titles which are of most significance to the railroad industry are:

1. Title I -- which grants funds to state and local governments for comprehensive manpower services, such as recruitment, testing and placement services; classroom and on-the-job training, work experience programs; supportive services needed for persons who participate in employment or training programs; and transitional public employment programs, all of which are for the unemployed, underemployed, and the economically disadvantaged.

2. Title II -- which relates to public service employment and is not applicable.

3. Title III -- which is nationally sponsored and supervised training and job placement programs for special groups, such as youth offenders, older workers, persons of limited English-speaking ability, Indians, migrant and seasonal farm workers, and others with particular labor market disadvantages.

   Funding for CETA Title III programs is obtained through application to the Office of National Programs.

4. Title IV -- which is the Job Corp Program. This is a continuation of the Job Corp as originally established in the Economic Opportunity Act. It consists of programs in which unemployed and disadvantaged youth are trained at various Job Corp centers throughout the country. This training is supported by a placement service designed to find employment for youth who complete the prescribed training. Funding is administered through the Office of Youth Programs. The Office of Youth Programs also administers funding under the new Title VIII amendment. Among these are the Young Adult Conservation Corps, the Youth Incentive Entitlement Pilot Projects, the Youth Community Conservation and Improvement Projects, and the Youth Employment Training Programs.

   Of particular interest to the railroad industry are the training programs of the Brotherhood of Railway, Airline, and Steamship Clerks which are funded through Title III and are designed to train young people for entry into the railroad industry.

The above describes the actual funding sources for training programs that are available under CETA. As indicated, these funding sources are available through the local and state prime sponsors, the Office of National Programs, and the Office of Youth Programs.

Two other organizational units that might be of interest to the railroad industry are the U.S. Employment Service and the Office of Comprehensive Employment Development. The U.S. Employment Service is responsible for the administration of the various State Employment Service organizations. It is through these offices and their interface with CETA that applicants for training become available. The Office of Comprehensive Employment Development is basically the policy arm for the development of guidelines and practices involved in the administration of Titles I, II, and VI of CETA.

These agencies are not sources of program funding but are agencies that the railroad industry would be well advised to become familiar with since they can provide guidance in the development of innovative new approaches to railroad training.

Catalog References of Possible Interest

Catalog Number	Title
17.200	Apprenticeship Outreach
17.201	Apprenticeship Training
17.211	Job Corps
17.228	National On-The-Job Training
17.232	Comprehensive Employment and Training Programs
17.233	Employment and Training Research and Development Projects
17.234	Indian and Native American Employment and Training Programs

EMPLOYMENT AND TRAINING ADMINISTRATION

17.200 APPRENTICESHIP OUTREACH

(AOP)

FEDERAL AGENCY: EMPLOYMENT AND TRAINING ADMINISTRATION, DEPARTMENT OF LABOR

AUTHORIZATION: Comprehensive Employment and Training Act of 1973, as amended; Public Law 93-203, 87 Stat. 839.

OBJECTIVES: To seek out qualified applicants from minority groups and to assist them in entering apprenticeship programs, primarily in the construction trades. To promote the employment of minorities and other disadvantaged persons and also to locate, motivate, guide, and assist them to enter registered apprenticeship training programs.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: The project funds may be used to employ a project director to maintain liaison and to develop effective working relationships with employers, unions, joint apprenticeship committees, contractor associations, youth organizations, the Department of Labor and private organizations. Tradesmen specialists are employed by the sponsor to assist in developing material for prospective candidates and for coaching candidates. Project funds may also be used to cover certain administrative costs. Funds may not be used to subsidize trainees while they are in the training programs, nor may the funds be used for any items not covered in the negotiated budget. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A- 111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Local or national organization possessing the capability and desire to carry out the objectives of the program. Must be able to relate to the community, unions, and contractors.

Beneficiary Eligibility: Any qualified person who wants and requires help to pursue job opportunities that are available through apprenticeable occupations.

Credentials/Documentation: The beneficiary must meet the age, aptitude, physical, and educational requirements designated for the various occupations.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Assistance in the preparation of project proposals is available from the Office of National Programs at the address listed under Information Contacts.

Application Procedure: Made in the form of a proposal to the headquarters office in Washington to conduct the training program. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: The Employment and Training Administrator and the Administrator of the Office of National Programs award the contract to the applicant. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082. Supplemental reporting procedures are used on a semi annual update basis.

Deadlines: None.

Range of Approval/Disapproval Time: 45 to 90 days.

Appeals: None.

Renewals: Usually by new contract or contract modification.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: The length of contract is usually one year.

POST ASSISTANCE REQUIREMENTS:

Reports: (1) Quarterly Progress Report, Quarterly Financial Status Report (3) Quarterly Report of Federal cash transactions for grants or contracts less than $1 million annually and monthly report of Federal cash transactions for grants or contracts $1 million or more annually.

Audits: Subject to audit by the Department of Labor and/or other authorized Government agencies.

Records: Must maintain records of financial expenditures and records of program performance for three years after final contract payment.

FINANCIAL INFORMATION:

Account Identification: 16-0174-0-1-504.

Obligations: (Contracts) FY 77 $16,582,000; FY 78 est $17,927,000; and FY 79 est $17,600,000.

Range and Average of Financial Assistance: $62,000 to $6,054,000;$853,666.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1976, there were 11,200 totalplacements: 3,655 apprentice indentures; 3,478 journeyman placements; and 4,067 other job placements. In fiscal year 1977, there were 11,700 total placements: 3,838 apprentice indentures; 3,687 journeyman placements; and 4,175 other job placements.

REGULATIONS, GUIDELINES, AND LITERATURE: AOP Program Description Booklet.

INFORMATION CONTACTS:

Regional or Local Office: None.

Headquarters Office: Adminstrator, Office of National Programs, Employment and Training Administration, Department of Labor, Washington, DC 20213. Contact: Harold Rieve, Telephone: (202) 376-6130.

RELATED PROGRAMS: 15.107, Indian Action Team Program; 15.108, Indian Employment Assistance; 15.117, Indian Business Enterprise Development; 17.201, Apprenticeship Training; 17.211, Job Corps.

17.201 APPRENTICESHIP TRAINING

FEDERAL AGENCY: EMPLOYMENT AND TRAINING ADMINISTRATION, DEPARTMENT OF LABOR

AUTHORIZATION: National Apprenticeship Act of 1937; Public Law 75-308; 50 Stat. 664; 29 U.S.C. 50, 50a, 50b (1940).

OBJECTIVES: This program stimulates and assists industry in the development, expansion, and improvement of apprenticeship and training programs designed to provide the skills required by the economy in those occupations commonly known as the skilled crafts or trades.

TYPES OF ASSISTANCE: Advisory Services and Counseling.

USES AND USE RESTRICTIONS: Training standards are recommended and the Bureau of Apprenticeship and Training encourages the application of these standards in apprenticeship agreements. Employers and labor organizations are brought together for the formulation of apprenticeship programs, and the Bureau cooperates with State apprenticeship agencies and the Office of Education, Department of Health, Education, and Welfare, which has responsibility for related instruction phase of apprenticeship. Information is available relating to existing and recommended standards of training in apprenticeship as well as all other types of skill- improvement programs in industry. A national advisory committee, called the Federal Committee on Apprenticeship, includes representatives of employers, labor, vocational education, public Federal officials, and makes recommendations to the Secretary of Labor on such training programs.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: An employer or local labor union desiring to participate in the apprenticeship training program must meet with a BAT field representative or a representative of a similar agency at the State level to draw up a set of standards. These include the age and educational background of the potential applicant, as well as the schedule of work processes and subjects to be covered during the training program. If the program meets Federal requirements to provide individuals with sufficient knowledge to become a journeyman in the trade, it then becomes a registered apprenticeship training program.

Beneficiary Eligibility: Applicants for apprenticeship must be at least 16 years of age. All applicants shall satisfy the apprenticeship sponsor that they have the ability and aptitude to master the rudiments of the trade, and have sufficient education to complete satisfactorily the required hours of related theoretical instruction.

Credentials/Documentation: Along with the completed application form, each prospective apprentice may be required by the sponsor to submit a transcript of his school subjects and grades, proof of age, honorable military discharge (if applicable) and high school diploma or equivalency certificate (if applicable). Also, references from all previous employers may be required to be submitted.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: None.

Application Procedure: Not applicable.

Award Procedure: Not applicable.

Deadline: None.

Range of Approval/Disapproval Time: Not applicable.

Appeals: None.

Renewals: Not applicable.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Not applicable.

Length and Time Phasing of Assistance: Not applicable.

POST ASSISTANCE REQUIREMENTS:

Reports: The program sponsor reports new registrations, suspensions, cancellations, and completions to the Bureau's field representative.

Audits: Not applicable.

Records: Apprenticeship selection records showing compliance with the nondiscrimination requirements set out in 29 CFR 30 are required to be kept for 5 years.

FINANCIAL INFORMATION:

Account Identification: 16-0172-0-1-504.

Obligations: (Salaries and expenses) FY 77 $13,254,000; FY 78 est $14,146,000; FY 79 est $2,300,000.

Range and Average of Financial Assistance: Not applicable.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, 358,000 registered apprentices were in training; 52,000 completed their training. In fiscal year 1978, 370,000 will be registered and 55,000 will complete their training. In fiscal year 1979, 380,000 will be registered and 59,000 will complete training. In fiscal year 1980, 390,000 will be registered and 62,000 will complete training.

REGULATIONS, GUIDELINES, AND LITERATURE: Further information concerning the program may be found in 29 CFR 30 - "Equal Employment Opportunity in Apprenticeship and Training," "The National Apprenticeship Program,' "Apprenticeship Past and Present," "Veterans - Train for a Skilled Trade through Apprenticeship," "Apprentice Training - Sure Way to a Skilled Craft," "Apprenticeship and CETA.'

INFORMATION CONTACTS:

Regional or Local Office: Persons are encouraged to communicate with the Bureau of Apprenticeship and Training Regional Director-Please see Appendix IV listings of The Employment and Training Administration regional offices.

Headquarters Office: Bureau of Apprenticeship and Training, Employment and Training Administration, Department of Labor, Washington, DC 20213. Telephone: (202) 376-6585.

RELATED PROGRAMS: 15.107, Indian Action Team Program; 17.200, Apprenticeship Outreach; 17.207, Employment Service; 17.211, Job corps; 17.232, Comprehensive Employment and Training Programs; 17.303, Minimum Wage and Hour Standards.

17.211 JOB CORPS

FEDERAL AGENCY: EMPLOYMENT AND TRAINING ADMINISTRATION, DEPARTMENT OF LABOR

AUTHORIZATION: Title IV of the Comprehensive Employment and Training Act of 1973, as amended, Public Law 93- 203, 87 Stat. 839, and Public Law 93-567, 88 Stat. 1845, 29 U.S.C. 801 et seq.

OBJECTIVES: To assist young men and women who need and can benefit from an intensive educational and vocational training program in order to become more responsible, employable, and productive citizens. Operated in a residential group setting.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: Job Corps contractors operate residential centers to serve low-income young men and women, ages 16 through 21, who require additional education, training, or intensive counseling to secure and hold meaningful employment, participate successfully in regular schoolwork, qualify for other training programs suitable to their needs, or satisfy Armed Forces requirements. Job Corps contributes to the development and dissemination of techniques for assisting the disadvantaged that can be utilized by public and private institutions and agencies. Corpsmembers receive a comprehensive program of basic and remedial education, vocational training, work experience, and personal and vocational counseling. Corpsmembers are given room and board, medical and dental services, work and casual clothing, and a monthly allowance for living expenses. A readjustment payment is made upon completion of at least six months of training and job placement assistance is provided. Maximum enrollment is 2 years. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint finding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Federal, State, local government agencies including U.S. Territories, private profit and nonprofit organizations and Indian tribes and organizations having the capabilities to carry out the objectives of the program.

Beneficiary Eligibility: Job Corpsmembers must be ages 16 through 21 years old; be economically disadvantaged; be legal residents of the United States; be in need of additional training; be in need of a change of environment; have expressed a firm interest in joining the Job Corps, and be free of serious health or behavioral problems that would jeopardize their own safety or that of others.

Credentials/Documentation: State and local government grantees and contractors: Costs will be determined in accordance with FMC 74-4 for State and local governments. Other non-Federal grantees and contractors; cost will be determined in accordance with 41 CFR 1-15 and Employment and Training Administration guidelines applicable, to this program.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Project guidelines are found in legislation and implementing regulations (Title IV, CETA, and 29 CFR 97a). Under a procedural variation to the requirements of Part I, Attachment A of OMB Circular No. A-95 (revised), a brief description of the proposed Job Corps center or other project, when applicable, is made available to A-95 State and areawide clearinghouses for their review and comment.

Application Procedure: Employment and Training Administration regional offices solicit proposals for Job Corps center operation and support services. Proposals submitted in response to RFPs are reviewed by the regional office, evaluations made of various factors having a bearing on ability to deliver the required services, selection made, and negotiation entered into with the selected applicant.

Award Procedure: Successful applicants are notified directly prior to negotiation for center operation and delivery of support services. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: Not applicable.

Range of Approval/Disapproval Time: Up to 6 weeks.

Appeals: Resubmission, no limit specified.

Renewals: Usually by competition for operation of Job Corps centers and support contracts.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: Agreements grants and contracts may be awarded for up to 2 years duration. Financing is normally accomplished through monthly cash reimbursement of invoiced expenditures. Advance financing is available (i.e., Letter of Credit).

POST ASSISTANCE REQUIREMENTS:

Reports: Monthly reporting of financial and program data is required by the ETA, and as otherwise specified in individual agreement grants and contracts.

Audits: Subject to audits by the U.S. Department of Labor, other authorized Government agencies, or independent public accountants selected by USDOL, conducted in accordance with the "Standards for Audit of Governmental Organizations, Programs, Activities, and Functions", issued by the Comptroller General of the United States, and any audit guide(s) issued by USDOL for this program.

Records: Complete financial and program data records must be maintained. Records shall be retained for 3 years from the date of final payment or until notification is received from the contracting officer that they may be disposed of.

FINANCIAL INFORMATION:

Account Identification: 16-0174-0-1-504.

Obligations: (Interagency agreements, grants and contracts) FY 77 $209,501,000; FY 78 est $486,824,000; and FY 79 est $296,000,000.

Range and Average of Financial Assistance: $500,000 to $12,500,000; $2,000,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, training capacity (slots) was expanded ten percent and a total of 61,700 individuals were served at a cost of $3,725 per Corpsmember. Training slots are scheduled to increase to 44,000 by the middle of fiscal year 1979. The number of individuals served during fiscal year 1978 is estimated to be 58,000 at an average cost of $4,188 per Corpsmember. In fiscal year 1979, it is estimated that 84,000 individuals will be served at an average cost of $4,242 per Corpsmember.

REGULATIONS, GUIDELINES, AND LITERATURE: Job Corps Regulations 29 CFR 97a; Forms Preparation Handbook for Job Corps; "Job Corps - In Brief." "The Job Corp-A cornerstone of youth employment and training efforts." "A Planning Charter for Job Corps.

INFORMATION CONTACTS:

Regional or Local Office: Prospective Job Corps enrollees should contact the nearest office of the State employment service. For information on center operation and supportive services, contact the appropriate ETA regional office listed in the appendix.

Headquarters Office: Director, Job Corps, ETA, Department of Labor, 601 D Street, N.W., Washington DC 20213. Contact: Maurice Pollard, Telephone: (202) 376-6225.

RELATED PROGRAMS: 17.200, Apprenticeship Outreach; 17.201, Apprenticeship Training; 17.207, Employment Service; 17.232, Comprehensive Programs; 17.234, Employment and Training-Indians and Native Americans.

17.228 NATIONAL ON-THE-JOB TRAINING

(NAT-OJT)

FEDERAL AGENCY: EMPLOYMENT AND TRAINING ADMINISTRATION, DEPARTMENT OF LABOR

AUTHORIZATION: Comprehensive Employment and Training Act of 1973, Public Law 93-203, 87 Stat. 839.

OBJECTIVES: To provide occupational training for unemployed and underemployed persons who cannot reasonably be expected to otherwise obtain appropriate full time employment.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: National OJT contracts cross regional boundaries and/or are national in scope. Funds may be expended for reimbursement of instructors, administrative costs, supplies, supplementary classroom education, trainee allowances (when coupled with classroom instruction), and supportive services. All selection of trainees for referral to project sponsors is performed by State employment security agencies. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: National organizations possessing the capacity, the ability, and desire to carry out the objectives of the program.

Beneficiary Eligibility: Unemployed or underemployed persons, age 16 and over, who cannot reasonably be expected to secure appropriate full-time employment without training.

Credentials/Documentation: None.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: It is recommended that applicants discuss proposals with representatives of the Office of National Programs before applying for assistance.

Application Procedure: Made in the form of a proposal to conduct a training program to the Office of National Programs. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: The contract is awarded by the Director of the Office of National Programs. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082. Supplemental reporting procedures are used on a semiannual update basis.

Deadlines: None.

Range of Approval/Disapproval Time: 45 to 90 days.

Appeals: Not applicable.

Renewals: None, but will consider new contract if performance has been satisfactory and if training need still exists.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: None.

Length and Time Phasing of Assistance: Length of assistance period: 1 to 2 years; Time phasing: Financing is normally accomplished through advance funding or cost reimbursement on a monthly basis.

POST ASSISTANCE REQUIREMENTS:

Reports: (1) Quarterly progress report, (2) Quarterly financial status report, (3) Quarterly report of Federal cash transactions for grants or contracts less than $1 million annually and monthly report of Federal cash transactions for grants or contracts $1 million or more annually.

Audits: Subject to audits by the Department of Labor (The Associate Assistant Secretary for Administration, Program Review and Audit), other authorized Government agencies or independent public accountants selected by USDOL, conducted in accordance with the "Standards for Audit of Governmental Organizations, Programs, Activities and Functions" issued by the Comptroller General of the United States and any audit guide(s) issued by USDOL for this program.

Records: Local employment service office prepares and maintains records of trainee characteristics (MA-101) and trainee terminations (HA-2) while contractor prepares and maintains records of trainee enrollments (OJT- 4), time and attendance, and related financial documentation. The contractor agrees that it shall make its records available to the General Accounting Office and the Department of Labor for 3 years after final payment or contractors invoice.

FINANCIAL INFORMATION:

Account Identification: 16-0174-0-1-504.

Obligations: (Contracts) FY 77 $16,582,000; FY 78 est $20,035,000; and FY 79 est $21,500,000.

Range and Average of Financial Assistance: $103,000 to $2,900,000; $897,760.

PROGRAM ACCOMPLISHMENTS: Twenty-five thousand training opportunities were provided in fiscal year 1975. 18,100 training opportunities were provided in fiscal year 1976; 20,100 were provided in fiscal year 1977; 21,000 are estimated in fiscal year 1978. Cost per trainee ranged from $800 to $1,200 and averaged $1,000.

REGULATIONS, GUIDELINES, AND LITERATURE: NAT-OJT Program Description Booklet.

INFORMATION CONTACTS:

Regional or Local Office: Not applicable.

Headquarters Office: Administrator, Office of National Programs, Employment and Training Administration, Department of Labor, 601 D St., N.W., Washington, DC 20213. Contact: Harold Rieve. Telephone: (202) 376-6130.

RELATED PROGRAMS: None.

17.232 COMPREHENSIVE EMPLOYMENT AND TRAINING PROGRAMS

(Comprehensive Employment and Training Act of 1973, as Amended)

FEDERAL AGENCY: EMPLOYMENT AND TRAINING ADMINISTRATION, DEPARTMENT OF LABOR

AUTHORIZATION: Titles I, II and VI and Section 304 of the Comprehensive Employment and Training Act, Public Law 93-203, 87 Stat. 839. Also the Emergency Jobs and Unemployment Assistance Act of 1974, Public Law 93-567, 88 Stat. 1845 which amended Public Law 93-203 by adding a new Title VI, and Public Law 94-444 which extended Title VI.

OBJECTIVES: To provide job training and employment opportunities for economically disadvantaged, unemployed, and underemployed persons and to assure that training and other services lead to maximum employment opportunities and enhance self-sufficiency by establishing a flexible and decentralized system of Federal, State, and local programs.

TYPES OF ASSISTANCE: Formula Grants; Project Grants.

USES AND USE RESTRICTIONS: Title I - This program is directed to providing training and employment opportunities to the unemployed, underemployed, and disadvantaged. Program activities are: Class-room Training; On-the-Job Training; Public Service Employment, Work Experience; Services to participants; and other allowable activities. Competitively selected Title I prime sponsors are operating skill Training Improvement Programs (STIP) under Title III, Section 304. The STIP program is designed to improve the level and quality of skill training under CETA and to provide upgrading opportunities. Training is aimed at meeting industry needs for specific skills with emphasis on increasing private sector participation in CETA training. Public Service Employment is subject to the restrictions under Titles II and VI. In addition to prime sponsor allocations, specific funds are allocated to governors for: (1) State Vocational Education agencies to provide their services to prime sponsor areas; (2) costs incurred in staffing and servicing State manpower services councils; and (3) provision of Statewide manpower services. Title II - This program provides transitional employment to unemployed or underemployed persons residing in areas of high unemployment in jobs which provide public services. Eighty-five percent of the funds made available must be used to pay wages and fringe benefits to participants. The remaining fifteen percent of funds may be used for administration and for supplies, equipment, and materials to be used in the program. Title II funds may be used to finance Title I program activities in which case most Title II restrictions do not apply. Title VI - This program is directed to providing temporary public service employment for unemployed and underemployed persons. In addition to public service employment positions this program provides for public service projects which will employ long-term unemployed, low-income persons. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Title I - States, units of general local government having a population of 100,000 or more, consortia of local government units, at least one of which has a total population of 100,000 or more, units of local government which are considered eligible by the Secretary because of special circumstances, U.S. Territories, and a limited number of Concentrated Employment Program grantees in existence at time of enactment (December 1973). Title II - Applicants qualified under Title I and Indian tribes on Federal or State reservations, either of which contain areas of substantial (6.5 percent or more) unemployment. STIP (Section 304)-Title I prime sponsors. Title VI - Applicants qualified under Title I and Indian Tribes on Federal or State reservations.

Beneficiary Eligibility: Title I - Economically disadvantaged, unemployed, or underemployed persons. Title II - Persons unemployed for 30 days prior to application or underemployed, and residing in an area of substantial unemployment. STIP (Section 304) - Title VI requirements apply. In addition, persons enrolled in Titles I-IV and VI for 15 or more weeks are eligible. Title VI - Persons unemployed for 30 days prior to application (except in areas of excessively high unemployment in which case persons need only be unemployed 15 days) or be underemployed. However, to be eligible for Title VI projects, a person must either be: (1) receiving unemployment compensation for 15 of 20 weeks or unemployed for 15 of 20 weeks, (2) have a combination of weeks unemployed and weeks of receiving unemployment compensation, or (3) be a member of a family receiving AFDC; and must have a family income less than 70 percent of the BLS lower living standard budget.

Credentials/Documentation: Prime sponsor must sign assurances and certification that it will comply with the Act, applicable regulations, OMB Circular No. A-95 and that costs will be determined in accordance with FMC 74-4 for State and local governments. For consortia, a copy of the consortium agreement must be provided. A prime sponsor agreement and an annual plan for each Title must be submitted, development of which utilizes input from advisory councils appointed by the prime sponsor. The composition of the required advisory council must be included as part of the prime sponsor's plan. Governors (or their designated Plan review agencies) must be given an opportunity to review the State Plan pursuant to Part III, Attachment A of OMB Circular No. A-95 (revised).

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: Applicants submit a notification of intent to apply for a grant to the Regional Administrator for the Employment and Training Administration (RA), the governor, and appropriate A-95 clearinghouses. The standard preapplication forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised).

Application Procedure: Applicants which have been designated as prime sponsors and eligible to receive funds will be furnished a grant application package which is to be submitted to the RA with copies to the governor and appropriate State and areawide A-95 clearinghouses. A summary of the application will be published in one issue of a general circulation newspaper. Copies of the summary will be provided to appropriate units of general local government, Indian prime sponsors, and to labor organizations where appropriate. The grant package consists of the grant face sheet prescribed by OMB Circular No. A-102, a narrative description of the program, and modified OMB Circular No. A-102 budget and program plans. All necessary grant package forms and explanatory material are found in the Forms Preparation Handbook, issued in January 1977. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: The award is made by the Regional Administrator for Employment and Training Administration. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular No. 1082.

Deadlines: Each prime sponsor applicant shall submit its grant application to the RA on or before the date set by the Secretary.

Range of Approval/Disapproval Time: No application shall be disapproved until prime sponsor has been given not less than 30 days to remedy defect found in the application.

Appeals: Final disapproval of an application or plan must not be made without affording the eligible applicant opportunity for a Hearing.

Renewals: For Title I, II, and VI, 12 month extensions by modification of existing grant at discretion of the Secretary of Labor. STIP funded for fiscal year 1978 only.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Title I - 80 percent of available funds are allocated to prime sponsors according to the following formula: prime sponsor's proportion of 1) employment and training funds obligated in the prior fiscal year (50 percent); 2) total number of unemployed persons in all prime sponsor's areas (37- 1/2 percent); 3) number of adults in low income families (12-1/2 percent). Individual prime sponsor allocations are adjusted to assure that no prime sponsor will receive more than 150 percent of the manpower funds obligated by the Secretary for its area in the prior fiscal year nor less than 50 percent of the amount determined using the above formula or 90 percent of the manpower funds allotted to its area for the prior fiscal year. States are allocated one percent of the amount allocated by the formula for the cost incurred in staffing and servicing required State manpower services councils, 4 percent of the total Title I funds for statewide manpower services, and 5 percent of total Title I funds to provide financial assistance for vocational education. Title II - At least 80 percent of the funds available are allocated among eligible applicants based on the proportion of unemployed persons residing in each area of substantial unemployment to all such areas' unemployed. STIP (Section 304) - Funds are distributed to regional offices by a formula based on the distribution of fiscal year 1978 Title I planning estimates. Title VI - Not less than 90 percent of the funds appropriated are allotted as follow: (a) 50 percent proportion to each area's share of unemployed persons; (b) 25 percent in proportion to the area's share of unemployed persons in excess of 4.5 percent of the labor force; and (c) 25 percent among areas of substantial (6.5 percent for 3 consecutive months) unemployed as defined in Title II of CETA.

Length and Time Phasing of Assistance: Funds are allocated each fiscal year based on 1970 official Census or certified updates determined adequate by the Secretary. Allocations made to prime sponsors are published in the Federal Register as soon as possible after enactment of any fiscal year appropriation.

POST ASSISTANCE REQUIREMENTS:

Reports: The Report of Federal Cash Transactions required under OMB Circular No. A-102 is to be used in this program. A Program Status Summary and Financial Status Report and a Quarterly Summary of Participant Characteristics is also required.

Audits: Audits of prime sponsors will normally be conducted annually but not less than once every two years by city or State auditors; or certified or licensed public accountants. Prime sponsors are responsible for the audit of sub-grantees and contractors. All audits will be conducted in accordance with the Standards for Audit of Governmental Organizations, Programs, Activities and Functions issued by the Comptroller General of the United States and any audit guide (s) issued by the USDOL for this program.

Records: Prime sponsors are required to maintain adequate records of financial transactions, program activities, and participant characteristics in accordance with the requirements of OMB Circular No. A-102.

FINANCIAL INFORMATION:

Account Identification: 16-0174-0-1-504; 16-0173-0-1-504.

Obligations: (Grants) FY 77 Titles I, II, and VI, $8,043,874,042; FY 78 est Titles I, II, and VI, $4,478,024,919; and FY 79 est Titles I, and VI $7,981,986,000.

Range and Average of Financial Assistance: No established range; based on formula allocations.

PROGRAM ACCOMPLISHMENTS: Complete data for fiscal year 1978 are not available. Data for the first quarter of fiscal year 1978 indicate: Title I - 560,700 enrollers; Title II - 113,300 enrollers; Tilte VI 524,700; STIP, NA.

REGULATIONS, GUIDELINES AND LITERATURE: 29 CFR 94-96 and 98, Federal Register of October 18, 1977, for Title I Title II and Title VI regulations; Forms Preparation Handbook; and various technical assistance guides available at the locations shown below.

INFORMATION CONTACTS:

Regional or Local Office: Contact appropriate Regional Employment and Training Office listed in appendix.

Headquarters Office: Employment and Training Administration, Department of Labor, 601 D Street N.W., Washington DC 20213. Contact: Hugh Davies. Telephone: (202) 376-7006.

RELATED PROGRAMS: 13.403, Bilingual Education; 13.429, Educationally Deprived Children-Migrants; 13.493, Vocational Education-Basic Grants to States; 17.201, Apprenticeship Training; 17.211, Job Corps; 17.226, Work Incentives Program; 17.234, Employment and Training-Indians and Native Americans; 17.240, Youth Employment and Training; 17.700, Women's Special Employment Assistance.

17.233 EMPLOYMENT AND TRAINING RESEARCH AND DEVELOPMENT PROJECTS

FEDERAL AGENCY: EMPLOYMENT AND TRAINING ADMINISTRATION, DEPARTMENT OF LABOR

AUTHORIZATION: Title III of the Comprehensive Employment and Training Act of 1973, Part C, Title IV of the Social Security Act, as amended.

OBJECTIVES: To support employment and training studies to develop policy and programs for achieving the fullest utilization of the Nation's human resources; to improve and strengthen the functioning of the Nation's Employment and Training System; To develop new approaches to facilitate employment of the difficult to employ; and to conduct R & D addressing the employment implications of long-term social and economic trends and forces.

TYPES OF ASSISTANCE: Project Grants (Contracts).

USES AND USE RESTRICTIONS: (1) Research projects are for the purpose of development of employment and training knowledge with special emphasis on generalized policy and program applications. Studies may be limited to special areas only where they can be shown to provide a basis for generalized conclusions or to have application over a wide area. (2) Although service is not the primary function of experimental and demonstration projects, the demonstration population participating in them receives services specific to the project design. Projects focus on distinctive training or employment problems which are not being met effectively by established employment and training service programs and seek to determine how to meet such problems through new techniques. Funds can be used to finance all operating costs required by specified project designs (such as administrative costs, training, counseling, recruiting, job development, and placement). (3) Experimental and demonstration funds are concentrated on developing new techniques which might significantly guide overall policy and programming. They are not available to extend methods developed in some areas or occupation (even though such projects might have distinctive elements and be useful for the particular area), or to make up for what essentially are inadequacies in the level of resources available for employment and training programs. Research and development projects facilitating the implementation of CETA State and local employment and training program operations are encouraged. Such projects should be of general applicability. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: State colleges and universities, public, private, junior and community colleges, State and local government organizations including U.S. Territories and other organizations and individuals capable of fulfilling the objectives of the programs. There are no formal guidelines or conditions performers must meet other than that they have demonstrated financial responsibility and competence to fulfill the terms of the contract or grant.

Beneficiary Eligibility: In the case of research projects beneficiary eligibility is same as applicant eligibility. With respect to experimental and demonstration projects, eligibility is determined by the specific design of each project; this is a function of the objectives of the project and the characteristics of the target group.

Credentials/Documentation: See Applicant Eligibility and Beneficiary Eligibility. For the conduct of research projects all academic institutions must be accredited.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: None.

Application Procedure: (1) Research Projects -- made in the form of a proposal that complies with specific guidelines obtainable from the Employment and Training Administration Office of Research and Development. (2) Experimental and Demonstration projects -- preliminary proposals or full formal proposals may be submitted directly to headquarters office. No specific format required. For some types of projects, Research, Demonstration, and Experimentation requests for procurement may be issued; these specify application procedures for the particular project. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: No special procedural steps; consultation with affected agencies or organizations developed on project by project basis. See procedure described in guidelines published in Research and Development Projects: See "Regulations, Guidelines, and Literature" below.

Deadlines: Not applicable.

Range of Approval/Disapproval Time: 45 to 90 days.

Appeals: Not applicable (except in cases when RFP is used).

Renewals: Extensions available upon approval, or refunding may be negotiated.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: In certain instances the performing organizations are required to make a more than token contribution to the total cost of the project in accordance with FMC 73-3.

Length and Time Phasing of Assistance: Normally 1 to 2 years. Funds are released through Letters of Credit or on a pre-determined schedule included as part of the official contract/grant document.

POST ASSISTANCE REQUIREMENTS:

Reports: Each grantee is required to file periodic progress reports, and at the end of the grant period each grantee is required to submit up to 200 copies of a formal comprehensive final report on project activities and conclusions.

Audits: Subject to audits for 3 years from date of final payment by the U.S. Department of Labor, other authorized Government agencies, or independent public accountants selected by USDOL, conducted in accordance with the "Standards for Audit of Governmental Organizations, Programs, Activities and Functions" issued by the Comptroller General of the U.S. and any audit guide(s) issued by USDOL for this program.

Records: Contractor and/or grantee is required to maintain, books, records, documents, and other evidence of accounting procedures and practices, sufficient to reflect properly all direct and indirect cost of whatever nature, claimed to have been incurred for the performance of the contract or grant. Records are to be retained for 3 years from the date of final payment or until the grant officer authorizes earlier disposal.

FINANCIAL INFORMATION:

Account Identification: 16-0174-0-1-504; 16-0576-0-1-504.

Obligations: (Grants) FY 77 $14,273,000; FY 78 $14,273,000; and FY 79 est $14,273,000.

Range and Average of Financial Assistance: $1,000 to $1,000,000; $175,000. Research projects average somewhat less than experimental and demonstration projects.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, approximately 129 new R&D or major modifications of existing projects were initiated. In fiscal year 1978, approximately 125 refunding and new R&D projects will be funded. Program activities estimated for fiscal year 1979, project 125 new and continuing undertakings.

REGULATIONS, GUIDELINES, AND LITERATURE: "Research and Development Projects," issued annually, no charge. Available from headquarters office listed below.

INFORMATION CONTACTS:

Regional or Local Office: Contact the appropriate Employment and Training Administration regional office listed in the appendix.

Headquarters Office: Director, Office of Research and Development, (ETA), Department of Labor, Washington, DC 20213. Telephone: (202) 376-7335.

RELATED PROGRAMS: None.

17.234 EMPLOYMENT AND TRAINING–INDIANS AND NATIVE AMERICANS

FEDERAL AGENCY: EMPLOYMENT AND TRAINING ADMINISTRATION, DEPARTMENT OF LABOR

AUTHORIZATION: Comprehensive Employment and Training Act of 1973 as amended, Titles II, III, VI, and VII. Public Law 93-203, 29 U.S.C. 801 et seq, 87 Stat. 839; Emergency Jobs and Unemployment Assistance Act of 1974 (which amends Public Law 93-203); Public Law 93-567, 29 U.S.C. 981 et seq., 88 Stat. 1845; Emergency Jobs Program Extension Act of 1976, Public Law 94-444 (which amends Public Law 93-203), 88 Stat. 185; Youth

-Employment and Demonstration Projects Act of 1977, Public Law 96-93, (which amends Public Law 93-203), 91 Stat. 627, 29 U.S.C. 891-895, 993.

OBJECTIVES: To reduce the economic disadvantages among Indians and others of native American descent and to advance the economic and social development of such people in accordance with their goals and life styles.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Funds may be utilized for employment and training programs and services, including institutional training, on-the-job training, public service employment, work experience, youth employment programs, day care, health care, job search, relocation and transportation allowances designed to aid the beneficiary to obtain and retain employment. There are specified restrictions on the amount of grant funds which can be used for administrative costs. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: Indian tribes, bands or groups, Alaska Native villages or groups (as defined in the Alaska Native Claims Settlement Act of 1971 (85 Stat. 688)), and Hawaiian Native communities meeting the eligibility criteria to carry out the program or where such tribes, bands or groups do not meet the eligibility criteria, public bodies or private nonprofit agencies selected by the Secretary. Tribes, bands and groups may also form consortia in order to qualify for sponsorship. An independently eligible prime sponsor shall be an Indian or Native American entity which has: (1) A governing body as defined in 29 CFR/97.103, (2) an identifiable resident population of at least 1,000 individuals or which is entitled to an allocation of at least $50,000 and (3) the capability of administering a comprehensive manpower program. More detailed requirements for consortium prime sponsor applicants are set forth in 29 CFR/97.104.

Beneficiary Eligibility: Members of State or federally recognized Indian tribes, bands and other individuals of Native American descent, such as, but not limited to, the Yaquis in Arizona, the Klamaths in Oregon, the Oklahoma Indians, the Passamaquoddys and Penobscots in Maine, the Lumbees in North Carolina, Indians variously described as terminated or landless, Eskimos and Aleuts in Alaska, and Hawaiian Natives. ("Hawaiian Native' means any individual any of whose ancestors were natives of the area which consisted of the Hawaiian prior to 1778.) Applicants must be economically disadvantaged, unemployed, or underemployed and have their residences within the area covered by the prime sponsor's comprehensive plan of service. Certain age limitations must be met for youth participation in programs specifically funded for youth.

Credentials/Documentation: Prior to application, for each fiscal year, a prime sponsor applicant must submit a notification of intent to apply. Consortium applicants must include a formal consortium agreement with specific attachments specified in 29 CFR/97.111. A formal grant applicantion is to be submitted following the notification of intent to apply. It will include an application for Federal assistance form and a comprehensive employment and training plan which will include: (1) a program narrative description, (2) a program planning summary, (3) a budget information summary, (4) a public service employment occupational summary, (5) a signed set of assurances and certifications that the applicant will comply with the Act, information requirements of OMB Circular A-95 and that costs will be determined in accordance with FMC 74-4. The assurances and certifications also specify a number of other requirements. Governors (or their designated Plan review agencies) must be given an opportunity to review the State plan pursuant to Part III, Attachment A of OMB Circular No. A-95 (revised).

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. Applications are subject to State and areawide clearinghouses review pursuant to procedures in Part I, Attachment A of OMB Circular No. A-95 (revised). Technical assistance will be provided by the Employment and Training Administration, Department of Labor, in the preparation of the notification of Intent and Grant application.

Application Procedure: Applicants must submit a Comprehensive Employment and Training Plan and a grant agreement to the Employment and Training Administration, Division of Indian and Native American Programs. Copies of these documents and instructions for completing them are contained in the Employment and Training Administration Forms Preparation Handbook. The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. This program is subject to the provisions of OMB Circular No. A-110.

Award Procedure: Grants will be made directly to eligible prime sponsors by the Employment and Training Administration, of the Department of Labor. Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: Notices of intent to apply for Prime Sponsorship are due by March 1 of each year.

Range of Approval/Disapproval Time: 30 to 90 days.

Appeals: Applicants will be notified of reasons for any disapproval of the application and given a reasonable time to make adjustments and resubmit the application. Final disapproval of an application or plan submitted by a designated prime sponsor will be not be made without affording the eligible applicant opportunity for a hearing.

Renewals: Grants may be renewed on an annual basis.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Funds will be allocated taking into consideration previous years' funding levels and Indian and Native American unemployment, and low-income families. There are no matching requirements.

Length and Time Phasing of Assistance: Funds will be made available through annual fiscal year grants. Funds must be expended within 2 years from date of obligation. Payment will be made by advance Treasury check or Letter of Credit depending on the size of the grant.

POST ASSISTANCE REQUIREMENTS:

Reports: Quarterly Program Status Summary and Financial Status Summary reports; Report of Federal Cash Transactions-Quarterly for grants under $1,000,000, monthly for all others; Quarterly Summary of Participant Characteristics report.

Audits: Federal audits will be made in accordance with the policies of FMC 73-2 to ensure that funds have been applied efficiently, economically and effectively. Periodic audits should be made as part of the recipient's system of financial management and internal control to meet terms and conditions of grants and other agreements. Federal audits will be conducted annually.

Records: Financial records, supporting documents, statistical records and all other pertinent records shall normally be retained for a period of 3 years. They must be retained longer in cases such as when audit findings have not been resolved.

FINANCIAL INFORMATION:

Account Identification: 16-0174-0-1-504; 16-0173-0-1-504.

Obligations: (Grants) FY 77 $51,343,037; FY 78 est $62,444,000; and FY 79 est $64,854,000.

Range and Average of Financial Assistance: $50,000 to $5,000,000; $1,000,000.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, this program provided over 50,000 new employment and training opportunities to Indians and others of Native American descent and also provided such peoples with an opportunity to determine their ow best solutions to their employment and training problems. In fiscal year 1978, 160 recurring and new prime sponsors were funded providing Native American employment and training opportunities in all 50 states. It is anticipated that approximately 60,000 participants will be served. In fiscal year 1979 it is estimated that 160 recurring and new prime sponsors will be funded and approximately 54,600 eligible participants will be served. In addition to the normal grants funded, 60 economic stimulus program grants were funded in 1977 and 80 such grants are expected to be funded in 1978. These grants link employment and training activities to economic development on reservations. Approximately 8,000 participants will be enrolled in these programs.

REGULATIONS, GUIDELINES, AND LITERATURE: Federal Register, Vol. 40, No. 197, Thursday, October 9, 1975, Part 97; Federal Register, Vol. 42, No. 201, Tuesday, October 18, 1977, Part 96-subpart D and Part 99-subpart F; Forms Preparation Handbook, Employment and Training Administration, Department of Labor.

INFORMATION CONTACTS:

Regional or Local Office: Contact Project Officer, Division of Indian and Native American Programs at the following locations: Regions I, II, III, IV and V - Room 6402 D St., N.W., Washington, DC 20213. Telephone: (202) 376-6011; Region VI - Room 322, 555 Griffin Square Building, Griffin and Young Streets, Dallas, TX 75202. Telephone: (214) 749-2461; Region VII - Room 700, Federal Office Building, 911 Walnut St., Kansas City, MO 64106. Telephone: (816) 758-2393; Region VIII - Room 16440, Federal Office Building, 1961 Stout St., Denver, CO 80202. Telephone: (303) 327-2913; Region IX - 450 Golden Gate Ave., P.O. Box 36084, San Francisco, CA 94102. Telephone: (415) 556-7305; Region X - Room 1114, Federal Office Building, 909 First Avenue, Seattle, WA 98174, Telephone: (206) 399-7033.

Headquarters Office: Office of Indian and Native American Programs, Employment and Training Administration, Department of Labor, 601 D St., N.W. Washington, DC 20213. Contact: Alexander S. MacNabb. Telephone: (202) 376-6102.

RELATED PROGRAMS: 13.612, Native American Programs; 15.107, Indian Action Team Program; 15.108, Indian Employment Assistance; 15.117 Indian Business Development Enterprise; 15.124, Indian Loans–Economic Development; 17.207, Employment Service; 17.211, Job Corps; 17.232, Comprehensive Employment and Training Programs.

F. U.S. Department of Transportation -- Federal Railroad Administration

The Federal Railroad Administration of the Department of Transportation does not actively participate in the conduct of railroad industry training. However, it is a key agency in federal policy development. The Agency plans a significant facilitating and research role. Through the Rail Labor/Management Division of the FRA, there has been in the past, and will continue to be support of research activities to aid and assist both railroad labor and management as well as other federal agencies that are in a position to provide active support. Illustrative of this is that a Memorandum of Agreement has been negotiated and signed by the Acting Deputy Commissioner for Occupational and Adult Education of the U.S. Office of Education and the Administrator of the Federal Railroad Administration to address the coordination of activities and resources of both agencies in the areas of shared responsibility. A joint task force is proposed to carry out the proposed activities designed to fulfill the particular training needs of rail workers.

Catalog References of Possible Interest

Catalog Number	Title
20.303	Grants-In-Aid for Railroad Safety -- State Participation

20.303 GRANTS-IN-AID FOR RAILROAD SAFETY–STATE PARTICIPATION

(State Participation in Railroad Safety)

FEDERAL AGENCY: FEDERAL RAILROAD ADMINISTRATION, DEPARTMENT OF TRANSPORTATION

AUTHORIZATION: Federal Railroad Safety Act of 1970, Section 206, 84 Stat. 972, as amended, Public Law 91-458.

OBJECTIVES: To promote safety in all areas of railroad operations, to reduce railroad related accidents, to reduce deaths and injuries to persons, and to reduce damage to property caused by accidents involving any carrier of hazardous materials, by providing for State participation in the enforcement and promotion of safety practices.

TYPES OF ASSISTANCE: Project Grants.

USES AND USE RESTRICTIONS: Through availability of Federal funds, participating states will be better able to provide necessary personnel, training, equipment, and activities related to the enforcement of Federal railroad standards as called for under the Federal Railroad Safety Act of 1970, as amended. JOINT FUNDING: This program is considered suitable for joint funding with closely related Federal financial assistance programs in accordance with the provisions of OMB Circular No. A-111. For programs that are not identified as suitable for joint funding, the applicant may consult the headquarters or field office of the appropriate funding agency for further information on statutory or other restrictions involved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: A State may participate in carrying out investigative and surveillance activities in connection with regulations promulgated by the Federal Railroad Administrator under this act applicable to track and rolling equipment. The State must provide the Administrator an annual certification that such State agency (1) has regulatory jurisdiction; (2) has been furnished a copy of each Federal Rail safety regulation; (3) is conducting the investigative and surveillance activities prescribed by the FRA Administrator; (4) State must furnish evidence of budget authority; (5) State safety personnel must be bona-fide State employees; and (6) State inspectors must meet minimum Federal qualifications as well as successfully complete the inspectory/trainee technical written examination and practical field testing. Non-certifying states may also participate by an agreement with the Federal Railroad Administrator.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Annual certification as outlined under Applicant Eligibility, including a report showing (1) the name and address of each railroad subject to the safety jurisdiction of the State agency; (2) the record maintenance, reporting, and inspection conducted by the State agency, including a detail of the number of inspections made of rail facilities, equipment, rolling stock, and operations by the State agency during the preceding 12 months; and (3) such other information as the Secretary may require. Governors (or their designated Plan review agencies) must be given an opportunity to review the State plan pursuant to Part III, Attachment A of OMB Circular No. A-95 (revised). States must provide proof of employee experience qualifications and provide monthly plan of activities. States must maintain a total funding level for the Safety program that does not fall below the coverage level or such expenditures for fiscal years 1968 and 1969. Costs will be determined in accordance with FMC 74-4 for State and local governments.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: It is recommended that interested states contact Associate Administrator, Office of Federal Assistance, State Safety Program, Federal Railroad Administration, 400 Seventh St. S.W., Washington, DC 20590. Telephone: (202) 426-1510. Consultation and assistance is available from the FRA for preparation of an application form as furnished by the FRA and required by OMB Circular No. A-102 and FRA regulations 49 CFR 212.

Application Procedure: Completion of forms entitled "State Participation Program" is required for certification or agreement under Section 206 of the Act and 49 CFR 212. The information required in this form is that information which is specified in 49 CFR 212.13 for an Initial Certification and Report. The form includes provisions for a description of the State's planned program with respect to the investigative and surveillance activities prescribed for each Federal railroad safety rule, regulation, order, or standard for which a certification is submitted, or agreement is entered into.

Award Procedure: The application for payments and approval by the Federal Railroad Administrator requires certification under Section 206, Subsection (a); the report required under Subsection (b); or agreements with noncertifying states as outlined under Subsection (c); and assurances satisfactory to the Administrator that the State agency will provide the remaining cost of such a safety program, as reflected under Subsection (d). Notification of awards must be made to the designated State Central Information Reception Agency in accordance with Treasury Circular 1082.

Deadlines: Federal appropriations for the State Participation program are made on a Federal fiscal year basis for activities to be conducted in the ensuing fiscal year.

Range of Approval/Disapproval Time: Sixty days.

Appeals: Not applicable.

Renewals: Certification required annually; agreements with noncertifying states required annually.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: The Secretary shall pay out of funds appropriated pursuant to this title or otherwise made available, up to 50 percent of the cost of the personnel, equipment, and activities of such State agency reasonably required, during the ensuing fiscal year, to carry out a safety program under such certification or agreement. No such payment may be made unless the State agency making application gives assurances satisfactory to the Secretary of Transportation that the State agency will provide the remaining cost of such a safety program and that the aggregate expenditures of funds of the State, exclusive of Federal grants, for the safety program will be maintained at a level which does not fall below the average level of such expenditures for the last two fiscal years preceding the date of enactment of this title.

Length and Time Phasing of Assistance: Annually, subject to certification and availability of Federal funds.

POST ASSISTANCE REQUIREMENTS:

Reports: The State agency shall submit to the Administration a copy of the semi-annual expenditure/ performance report, annual report, monthly work schedule and a daily inspector log for each State Safety inspector.

Audits: The State agency shall maintain a financial management system which is in compliance with the standards listed in Attachment G to OMB Circular No. A-102. In addition, the State agency shall permit authorized representatives of the Administration or Federal Government agencies to review investigative and surveillance activities and to inspect payrolls, personnel records, invoices, and other relevant data and records pertaining to payment agreements and implementation activities. Audits will be conducted as outlined under the terms and conditions of the program, every two years.

Records: (See Reports and Audits) The State agency is authorized to substitute microfilm copies in lieu of original records. The Administration shall request the State agency to transfer certain records to Federal custody when the Administration determines that the records possess long-term retention value.

FINANCIAL INFORMATION:

Account Identification: 69-0706-0-1-404.

Obligations: (Grants) FY 77 $705,000; FY 78 est $1,920,000; and FY 79 est $2,740,000.

Range and Average of Financial Assistance: The Federal share is estimated at $20,000 per State inspector.

PROGRAM ACCOMPLISHMENTS: A total of nineteen states are under certification for the Track Safety and Freight Car Program in fiscal year 1977.

REGULATIONS, GUIDELINES, AND LITERATURE: Railroad Safety Act of 1970, as amended, and Federal safety standards published thereunder; Participation Regulations (49 CFR 212). (See Program Accomplishments.)

INFORMATION CONTACTS:

Regional or Local Office: Director of Federal Assistance, 434 Walnut St., Philadelphia, PA 19106. Director of Federal Assistance, 1568 Willingham Dr., Atlanta, GA 30337. Telephone: (404) 763-7801. Director of Federal Assistance, 536 S. Clark St., Chicago, IL 60605. Telephone: (312) 353-8026. Directory of Federal Assistance, 819 Taylor St., Ft. Worth, TX. Telephone: (817) 334-3601. Director of Federal Assistance, 2 Embarcadero Center, San Francisco, CA. Telephone: (415) 556-6411.

Headquarters Office: Associate Administrator, Office of Federal Assistance, Federal Railroad Administration, 400 Seventh Street, S.W., Washington, DC 20590. Telephone: (202) 426-1510.

RELATED PROGRAMS: 20.301, Railroad Safety; 20.502, Urban Mass Transportation Grants for University Research and Training; 26.002, Air Transportation-Consumer Affairs; 33.001, Shipping-Investigation of Complaints; 41.002, Interstate Commerce-Investigation of Complaints.

G. Veteran's Administration

The Veteran's Administration does not provide any direct support to organizations. Its support is in the form of tuition and educational grants to veterans. There are certain formal education requirements in connection with certain of the apprenticeship programs. In the event that there is a qualified veteran working on a railroad apprenticeship program, that veteran could be eligible for financial support.

Catalog References of Possible Interest

Catalog Number	Title
64.111	Veterans Educational Assistance
64.120	Post-Vietnam Era Veterans' Educational Assistance Program

64.111 VETERANS EDUCATIONAL ASSISTANCE

(GI Bill)

FEDERAL AGENCY: DEPARTMENT OF VETERANS BENEFITS, VETERANS ADMINISTRATION

AUTHORIZATION: 38 U.S.C. 1661.

OBJECTIVES: To make service in the Armed Forces more attractive by extending benefits of a higher education to qualified young persons who might not otherwise be able to afford such an education; and to restore lost educational opportunities to those whose education was interrupted by active duty after January 31, 1955 and before January 1, 1977.

TYPES OF ASSISTANCE: Direct Payments for Specified Use; Direct Loans.

USES AND USE RESTRICTIONS: The veteran may select a program of education to assist him or her in attaining an educational, professional, or vocational objective at any approved educational institution he or she chooses which will accept him or her as a student or trainee. The Administrator will not approve enrollment in certain courses, basically those he finds avocational or recreational in character. A veteran who must complete high school training to qualify for higher education may receive educational assistance without charge to his or her basic entitlement.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: The veteran must have served honorably on active duty for more than 180 days, any part of which occurred after January 31, 1955 and before January 1, 1977. A veteran with less than 180 days' service may be eligible if he or she was released because of a service-connected disability. A service person who has served on active duty for more than 180 days any part of which was before January 1, 1977, and who continues on active duty is also eligible. Upon completion of 18 continuous months of active duty, the maximum of 45 months of educational assistance will be granted, if the veteran is released under condition that satisfy his or her active duty obligation, otherwise assistance will be provided for at the rate of 1-1/2 months for each month of service. An initial period of active duty for training under section 511(d), title 38, U.S. Code, served on or after February 1, 1955 when subsequently followed by one year of active duty, may be included in computing active duty time for determining entitlement. Also eligible for benefits are those persons who enter into service under the Delayed Entry Program between January 1, 1977 and January 1, 1978, and who contracted for this program with the Armed Forces prior to January 1, 1977.

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Military discharge certificate, certification of enrollment by the educational institution in approved courses leading to an educational, professional or vocational objective. Advance payment of benefits payable, subject to subsequent certification of enrollment, if information sufficient to make an award is provided, and if specifically requested by the veteran.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: None.

Application Procedure: Recently discharged veterans will receive a computer-generated VA Form 22-1990v, combined package consisting of a notice of eligibility, application and enrollment certification at their home address. An application (VA Form 22-1990 for veterans; VA Form 22-1990a for a service person) may be obtained from any VA office or regional office (see appendix) and submitted to the regional office.

Award Procedure: Awards are authorized at the regional office.

Deadlines: Generally, veterans have 10 years after release or discharge from service, but not later than December 31, 1989 to complete their education. Those veterans enrolled in farm cooperative, apprentice/on- the-job-training or flight training have 10 years from date of last separation from service after January 31, 1955 or August 30, 1977, whichever is later. The basic 10 year period may be extended for those veterans who were prevented from beginning or completing their chosen program of education because of a physical or mental disability not the result of their own wilful misconduct. Also, veterans who have entitlement remaining when their delimiting date is reached may use this entitlement as eligibility for an education loan providing certain conditions are met.

Range of Approval/Disapproval Time: 90 percent in 68 days or less.

Appeals: Available through special board; 90 percent in 90 days or less (reworking time). In the event of a denial claimants are advised of appeal rights and procedures at the time of notification.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Not applicable.

Length and Time Phasing of Assistance: Not applicable.

POST ASSISTANCE REQUIREMENTS:

Reports: The educational allowance will not be paid if the veteran does not pursue his or her course in accordance with established policies and regulations of the educational institution he or she attends and in accordance with the law and Veterans Administration Regulations on satisfactory progress. Certification by the educational institution as to his or her enrollment must be made for each period for which assistance is sought. Attendance for courses not leading to a standard college degree must be certified quarterly by veteran and educational institution; for courses leading to a standard college degree VA Vet-Rep on campus or school officials will make the verification of pursuits.

Audits: None.

Records: None.

FINANCIAL INFORMATION:

Account Identification: 36-0137-0-1-702; 36-4118-0-3-702.

Obligations: (Direct payments) FY 77 $3,567,244,475; FY 78 est $2,814,169,500; and FY 79 est $2,418,923,000.

Range and Average of Financial Assistance: Per month full time, institutional: no dependents, $311; one dependent, $370; two dependents, $422; each additional dependent, $26. Part time: proportionately less. Interest bearing education loan, not to exceed $2,500 in any one regular academic year, available; Workstudy allowances, not to exceed the higher of two hundred and fifty times the Federal minimum wage or $625 per enrollment period; tutorial assistance up to a maximum of $828.

PROGRAM ACCOMPLISHMENTS: In fiscal year 1977, 1,937,847 trainees received payments. Estimates for subsequent periods are, fiscal year 1978, 1,446,950 trainees and fiscal year 1979, 1,235,030.

REGULATIONS, GUIDELINES, AND LITERATURE: 38 CFR 21.1040-21.1045; "Federal Benefits for Veterans and Dependents," VA IS-1 Fact Sheet, $1.00, Available from Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402, Veterans Education Newsletter, No. 22-77-1.

INFORMATION CONTACTS:

Regional or Local Office: See address appendix for Department of Veterans Benefits field offices.

Headquarters Office: Veterans Administration, Washington, DC 20420.

RELATED PROGRAMS: 13.418, Supplemental Educational Opportunity Grants; 13.460, Higher Education Act Insured Loans; 13.471, National Direct Student Loans; 13.539, Basic Educational Opportunity Grant Program.

64.120 POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM

(Voluntary-Contributory Matching Program)

FEDERAL AGENCY: DEPARTMENT OF VETERANS BENEFITS, VETERANS ADMINISTRATION

AUTHORIZATION: 38 U.S.C. 1621.

OBJECTIVES: To provide educational assistance to persons first entering the Armed Forces after December 31, 1976, to assist young persons in obtaining an education they might otherwise not be able to afford, to promote and assist the all volunteer military program of the United States by attracting qualified persons to serve in the Armed Forces.

TYPES OF ASSISTANCE: Direct Payments for Specified Use; Direct Loans.

USES AND USE RESTRICTIONS: Participants may select a program of education to assist them in attaining an education, professional or vocational objective at any approved educational institution they choose which will accept them as students or trainees. Enrollments in certain courses, basically those which are avocational or recreational in nature, may not be approved.

ELIGIBILITY REQUIREMENTS:

Applicant Eligibility: The participant must have served honorably on active duty for more than 180 days beginning on or after January 1, 1977, or have been discharged after such date because of a service connected disability. Also eligible are participants who serve for more than 180 days and who continue on active duty and have completed their first period of obligated service (or six years of active duty, whichever comes first). Participants must also have satisfactorily contributed to the program. (Satisfactory contribution consists of monthly deduction of $50 to $75 from military pay, up to a maximum of $2,700, for deposit in a special training fund.)

Beneficiary Eligibility: Same as Applicant Eligibility.

Credentials/Documentation: Military discharge certificate, certification of enrollment by educational institution in approved courses leading to an educational, professional or vocational objective and such other certifications as may be developed by the VA and the Department of Defense.

APPLICATION AND AWARD PROCESS:

Preapplication Coordination: None.

Application Procedure: An application form (VA Form 22-8821) may be obtained from any VA office or regional office (see address appendix) and submitted to the regional office.

Award Procedure: Awards will be authorized at the regional offices.

Deadlines: Generally, eligibility ceases at the end of 10 years from the date of the participant's last discharge or release from qualifying active duty after January 1, 1977. Participants may use their entitlement at any time during this 10-year period and are not required to use it in consecutive months.

Range of Approval/Disapproval Time: No data available yet on which to make a determination.

Appeals: No data available yet on which to make a determination.

Renewals: None.

ASSISTANCE CONSIDERATIONS:

Formula and Matching Requirements: Contributions to the program will be accumulated from servicepersons electing to participate in the program, the VA (Veterans Administration) matching the serviceperson's contributions at a rate of $2 for each $1 contributed by the participant and contributions from DOD (Department of Defense).

Length and Time Phasing of Assistance: Available within 10 years of first date of discharge or release from service or until the amount of money in the special fund, converted to months of entitlement (to a maximum of 36) is exhausted. Assistance checks generally to be released on a monthly basis.

POST ASSISTANCE REQUIREMENTS:

Reports: The educational allowance will not be paid if the participant does not pursue his or her course in accordance with established policies and regulations of the educational institution he or she attends, and is not making satisfactory progress as required by law and VA Regulations. Certification by the educational institution as to the participant's enrollment must be made for each period for which assistance is sought. Certifications of Attendance for courses not leading to a standard college degree must be made quarterly by the participant and the educational institution; for courses leading to a standard college degree, the VA Vet- Rep on campus or the school official will verify the participant's pursuit of a course.

Audits: None.

Records: None.

FINANCIAL INFORMATION:

Account Identification: 36-8133-0-7-702.

Obligations: (Direct payments) FY 77 Not applicable; FY 78 est $459,000; and FY 79 est $2,603,000.

Range and Average of Financial Assistance: Up to $8,100.

PROGRAM ACCOMPLISHMENTS: Fiscal year 1977, no trainees; estimates for fiscal years 1978 and 1979 are 150 and 2,170 trainees respectively.

REGULATIONS, GUIDELINES, AND LITERATURE: 38 CFR 21.5001 - 21.5500 (not yet available); "Federal Benefits For Veterans and Dependents," VA IS-1, $1.00, available from Superintendent of Documents, Government Printing Office, Washington, DC 20402; Veterans' Education Newsletter, No. 22-76-4 and 22-77-1.

INFORMATION CONTACTS:

Regional or Local Office: See address appendix for Department of Veterans Benefits field Offices.

Headquarters Office: Veterans Administration, Central Office, Washington, DC 20420.

RELATED PROGRAMS: 13.418, Supplemental Educational Opportunity Grants; 13.460, Higher Education Act Insured Loans; 13.471, National Direct Student Loans; 13.539, Basic Educational Opportunity Grant Program.

SECTION III

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DIRECTORY OF STATE DIRECTORS OF VOCATIONAL EDUCATION

U.S. Department of Health, Education, and Welfare
Office of Education
Bureau of Occupational and Adult Education

State	State Director of Vocational Education	Telephone Number of State Director
Alabama	T. L. Faulkner, State Office Bldg., Montgomery 36104	(205) 832-3364
Alaska	Marilou Madden, Actg., Pouch F, Alaska Office Bldg., Juneau 99801	(907) 586-6330
Arizona	William J. Anderson, 1535 West Jefferson St., Phoenix 85007	(602) 271-5343
Arkansas	Luther Hardin, Capitol Mall Little Rock 72201	(501) 371-2165
California . . .	Samuel L. Barrett, 721 Capitol Mall, Sacramento 95814	(916) 445-3314
Colorado	*William D. Woolf, 207 State Services Bldg., Denver 80203	(303) 892-3011
Connecticut . . .	Edward A. Sillari, P.O. Box 2219, Hartford 06115	(203) 566-2572
Delaware	Donald E. Dunkle, Dover 19901	(302) 678-4638
District of Columbia . . .	Otho E. Jones, Presidential Bldg., 415 Twelfth St., N.W. Washington, D.C. 20004	(202) 724-4178
Florida	Joe D. Mills, 204 Knott Bldg., Tallahassee 32304	(904) 488-8961
Georgia	Russell S. Clark, 312 State Office Bldg., Atlanta 30334	(404) 656-6711
Hawaii	Samson S. Shigetomi, 2444 Dole St., Honolulu 96822	(808) 948-7461
Idaho	Roy D. Irons, Len B. Jordan Bldg., 650 W. State St., Boise 83720	(208) 384-3216
Illinois	James R. Galloway, 100 N. First St., Springfield 62777	(217) 782-4870
Indiana	*Don K. Gentry, 401 Illinois Bldg., 17 West Market., Indianapolis 46204	(317) 633-7673
Iowa	William O. Schuermann, Grimes State Office Bldg., Des Moines 50319	(515) 281-3381
Kansas	Dean Prochaska, 120 East 10th St., Topeka 66612	(913) 296-3951
Kentucky	Billy R. Howard, Capitol Plaza Tower, Frankfort 40601	(502) 564-4286
Louisiana	Harry J. Boyer, Actg., Baton Rouge 70804	(504) 389-2312
Maine	Elwood A. Padham, Augusta 04330	(207) 289-2621

NOTE: State Directors of Vocational Education should be addressed at the State Department of Education unless indicated by an *.

State	State Director of Vocational Education	Telephone Number of State Director
Maryland	Daniel Dunham, Baltimore-Washington International Airport, P.O. Box 8717, Baltimore 21240	(301) 796-8300, x400
Massachusetts . .	David F. Cronin, 31 St. James Ave., Boston 02116	(617) 727-5736
Michigan	Addison Hobbs, P.O. Box 928 Lansing 48902	(517) 373-3373
Minnesota	Robert P. Van Tries, Capitol Square Bldg., St. Paul 55101	(612) 296-3994
Mississippi . . .	J. W. Lewis, P.O. Box 771 Jackson 39205	(601) 354-6980
Missouri	B. W. Robinson, P.O. Box 480, Jefferson City 65101	(314) 751-2660
Montana	Gordon Warner, State Capitol, Helena 59601	(406) 449-3126
Nebraska	Glen H. Strain, 233 South 10th St., Lincoln 68508	(402) 471-2432
Nevada	R. Courtney Riley, Heroes Memorial Bldg., Carson City 89701	(702) 885-5700
New Hampshire . .	William N. Rowland, Actg., 105 Loudon Rd., Concord 03301	(603) 271-2721
New Jersey . . .	William Wenzel, 225 West State St., Trenton 08625	(609) 292-6340
New Mexico . . .	Wilma Ludwig, State Education Bldg., Sante Fe 87501	(505) 827-3150
New York	Robert S. Seckendorf, Albany 12224	(518) 474-3981
North Carolina .	Charles J. Law, Jr., Raleigh 27611	(919) 829-7362
North Dakota . .	*Carrol E. Burchinal, State Office Bldg., Bismarck 58501	(701) 224-2259
Ohio	Byrl R. Shoemaker, 612 State Office Bldg., Columbus 43215	(614) 466-3430
Oklahoma	*Francis T. Tuttle, 1515 West 6th Avenue, Stillwater 74074	(405) 377-2000
Oregon	Monty Multanen, 942 Lancaster Dr., NE, Salem 97310	(503) 378-3584
Pennsylvania . .	John W. Struck, Box 911, Harrisburg 17126	(717) 787-5530
Rhode Island . .	Frank M. Santoro, Roger Williams Bldg., Hayes St., Providence 02908	(401) 277-2691
South Carolina .	L. L. Lewis, 908 Rutledge Office Bldg., Columbia 29201	(803) 758-3101
South Dakota . .	David Bonde, State Office Bldg. #3 Pierre 57501	(605) 224-3423
Tennessee	John Leeman, Cordell Hull Bldg., Nashville 37219	(615) 741-3446
Texas	Cadar Parr, Texas Education Agency, Austin 78701	(512) 475-2585

State	State Director of Vocational Education	Telephone Number of State Director
Utah	Walter E. Ulrich, 250 East 5th South, Salt Lake City 84111	(801) 533-5371
Vermont	Arthur W. Erickson, State Office Bldg., Montpelier 05602	(802) 828-3101
Virginia	Melvin Garner, Richmond 23216	(804) 786-2657
Washington	*John A. Murphy, Actg., Bldg. 17 Airdustrial Park, Olympia 98504	(206) 753-5662
West Virginia	Clarence E. Burdette, 1900 Washington St., East, Charleston 25305	(304) 348-2346
Wisconsin	*Eugene Lehrmann, 4802 Sheboygan Ave., Madison 53702	(608) 266-1770
Wyoming	Richard W. Rowles, Cheyenne 82002	(307) 777-7411
	Outlying Areas	
American Samoa	Russell P. Journigan, Pago Pago 96799	3-2503
Guam	Peter Nelson, Agana 96910	
Puerto Rico	Luis Rafael Ortiz, Actg., Hato Rey 00919	(809) 766-4628
Trust Territory of the Pacific Islands	Loren Peterson, Actg., Saipan Mariana Islands 96950	
Virgin Islands	Wilburn Smith, Jr., Box 630 Charlotte Amalie, St. Thomas 00801	(809) 744-3046

ALABAMA

Prime Sponsor	Chief Elected Official	CETA Administrator
Montgomery Consortium	Hon. Emory M. Folmar City of Montgomery Autauga, Elmore & Montgomery Consortium P. O. Box 1111 Montgomery, AL 36102 (205) 262-4421 or 253-7260	Charles R. Sheldon Autauga, Elmore and Montgomery Manpower Consortium Suite 320/10 High Street Montgomery, AL 36104 (205) 834-6410
Balance of State	James M. Carter, Acting Dir. State of Alabama Dept. of Industrial Relations Industrial Relations Bldg. Montgomery, Alabama 36130 (205) 832-3627	Roscoe Avery State of Alabama Dept. of Industrial Relations Industrial Relations Bldg. Montgomery, Alabama 36130 (205) 832-3617
Birmingham Manpower Consortium	Hon. David J. Vann Mayor City of Birmingham Birmingham Area Manpower Consortium City Hall Birmingham, AL 35203 (205) 254-2277	Howard Melton Birmingham Area Manpower Consortium Community Development Dept. City Hall Birmingham, AL 35203 (205) 254-2405
Huntsville/Madison Co. Consortium	Hon. Joe W. Davis City of Huntsville Huntsville/Madison County Consortium P.O. Box 308 Huntsville, AL 35804 (205) 539-9612	Dave Morgan Huntsville/Madison County Consortium P.O. Box 308 Huntsville, AL 35804 (205) 532-7000
Mobile Consortium	Gary A. Greenough Mobile County Commission P.O. Box A Mobile, AL 36601 (205) 438-7011	Sydney G. Raine Mobile County Commission 500 St. Francis Street Mobile, AL 36601 (205) 438-7175
Tuscaloosa County	Hon. W. Hardy McCollum Judge, Tuscaloosa Co. Comm. P.O. Box 113 Tuscaloosa, AL 35401 (205) 345-0044	Larry Kincaid Acting Director P.O. Box 2410 Tuscaloosa, AL 35401 (205) 752-5596

ALASKA

Prime Sponsor	Chief Elected Official	CETA Administrator
Balance of State		Ms. Lois Lind Director Manpower Division Department of Community and Regional Affairs Pouch BC Juneau, AK 99811 (907) 465-4890
Anchorage		Ms. Jewel Jones Director Human Development Attn: Vince Fennimore Municipality of Anchorage Pouch 6-650 Anchorage, AK 99510 (907) 277-3700

ARIZONA

Prime Sponsor	Chief Elected Official	CETA Administrator
Balance of State		Ed Crowley Dept. of Economic Security 1717 W. Jefferson Phoenix, AZ 85005 785-5211
Governor's Special Grant		William Vandenbosch Office of Economic Planning and Development 1700 W. Washington St., Rm 400 Phoenix, AZ 85007
City of Phoenix		Al Douglas CETA Administrator 114 W. Adam St., Rm 400 Phoenix, AZ 85003 262-6941
Maricopa County		Bill James META Administrator Maricopa County Personnel Dept. County Administration Bldgs. 111 S. Third Avenue, 2nd Fl. Phoenix, AZ 85003 262-3895
Tucson/Pima County		Frank O. Romero, Director Tucson/Pima Employment and Training Consortium P.O. Box 27210 215 North Court Tucson, AZ 85726 791-4691

ARKANSAS

Prime Sponsor	Chief Elected Official	Chief Administrator
Balance of State	Honorable David Pryor Governor of Arkansas State Capitol Little Rock, Arkansas 72201	Floyd G. (Buddy) Villines III Administrator Division of Employment Devel. 2020 West Third St. P.O. Box 5162, Hillcrest Stat. Little Rock, Arkansas 72205 (501) 371-1785
Central Arkansas Consortium	Central Arkansas Consortium City of Little Rock City Hall Little Rock, Arkansas 72201	Glynn McCalman Central Arkansas Consortium City of Little Rock 121 East Fourth St., Suite 300 Little Rock, Arkansas 72201 (501) 376-6777
Texarkana Consortium	Texarkana Consortium City of Texarkana, Arkansas 108 State Line Texarkana, Arkansas 75502	Thornton Mitchell City of Texarkana, Arkansas 108 State Line Texarkana, Arkansas 75502 (501) 774-3516

CALIFORNIA

Prime Sponsor	Chief Elected Official	CETA Administrator
Balance of State		Jarvis Arellano Executive Director CETA - Balance of State (MIC39) 800 Capitol Mall Sacramento, CA 95814 (916) 322-2970
County of Sacramento/ City of Sacramento County of Yolo Consortium		Elza H. Minor, Jr. Executive Officer Sacramenta/Yolo Employment & Training Agency County Administration Bldg. 1225-8th Street, Suite 260 Sacramento, CA 95814 (916) 441-4380
Stockton/San Joaquin Manpower Department		George Moton, Director Employment & Training Opportunities Dept. City Hall Stockton, CA 95202 (209) 944-8277
County of Santa Clara/ City of San Jose Consortium		Dino Pecoraro, Acting Executive Director Santa Clara Valley Employment and Training Board 1420 Koll Circle San Jose, CA 95112 (408) 277-4277
County of Stanislaus		Ms. Carolyn List Manpower Planner County of Stanislaus 1100 "H" Street Modesto, CA 95354 (209) 526-6341

CALIFORNIA

Prime Sponsor	Chief Elected Official	CETA Administrator
County of Solano		John Blue, Jr. Director of Manpower Programs Dept. of Manpower Programs 717 Missouri Street Fairfield, CA 94533 (707) 429-6207
County of Butte		Jim Rackerby Manpower Director County of Butte Dept. of Personnel and Manpower 1677 Montgomery Street Oroville, CA 95965 (916) 534-4651
County of Humboldt		Jud Whyte Program Director County of Humboldt 922 Fourth St., Suite 2 Eureka, CA 95501 (707) 445-7715
City of Sunnyvale		John Gordon, Director Department of Employment Development David Ybarra Deputy/Operations Officer City of Sunnyvale Department of Administration P.O. Box 607 (456 W. Olive) Sunnyvale, CA 94088 (408) 739-0531 x 325
Fresno		Leonel Alvarago Executive Director Fresno City & County Manpower Commission 1725 Fulton Street Fresno, CA 93721 (209) 485-5670

CALIFORNIA

Prime Sponsor	Chief Elected Official	CETA Administrator
Kern		Tim Christensen Manpower Planning Proj. Dir. 1037-17th Street Bakersfield, CA 93301 (805) 861-2095
Tulare & King Counties Comprehensive Manpower Agency		Robert Scott, Director Tulare/Kings County Manpower Agency 1620 W. Mineral King Ave., D Visalia, CA 93277 (209) 733-4852
Imperial		Ms. Mary Rangel, Administrator Imperial County CETA 217 South 10th Street El Centro, CA 92243 (714) 352-3610 x 365
Riverside & San Bernardino (IMA)		Frank Martinez Executive Director Inland Manpower Association 336 North LaCadena P.O. Box 350 Colton, CA 92324 (714) 824-2500
San Luis Obispo		Joe Turner, Director Office of Employment & Training Services County of San Luis Obispo 303 Higuera San Luis Obispo, CA 93401 (805) 544-9636
Merced		Richard Rogers Manpower Director County of Merced 2222 "M" Street, Room 305 Merced, CA 95340 (209) 726-7324

CALIFORNIA

Prime Sponsor	Chief Elected Official	CETA Administrator
Monterey		Ms. Sazette Wigely E & T Director 159 Auburn St., P.O. Box 180 Salinas, CA 93901 (408) 758-6211
Santa Cruz		Ms. Amanda Behe Acting Director Employment Training Programs County of Santa Cruz 701 Ocean Street Santa Cruz, CA 95060 (408) 425-2546
San Diego		Thomas P. Nagle Executive Director San Diego Regional Employment & Training Consortium 861 Sixth Avenue, Box 2072 San Diego, CA 92112 (714) 238-1445
Governor's Grant		Anthony J. Gutierrez Director State Manpower Planning Office M177 800 Capitol Mall Sacramento, CA 95814 (916) 322-4440
City of Long Beach		Taufig Rushdy, Manpower Dir. Community Services Division 333 West Ocean Blvd. 4th Floor Long Beach, CA 90802 (213) 436-7779
County of Los Angeles		William Kreger Deputy Director Planning & Program Development Department of Community Development 2999 West Sixth Street Los Angeles, CA 90020 (213) 380-3680 x 504

CALIFORNIA

Prime Sponsor	Chief Elected Official	CETA Administrator
City of Los Angeles		Raymond Allen (PSE) Chief, CETA Program Division Personnel Department 250 East First St., Rm 1007 Los Angeles, CA 90012 (213) 485-6546 and Mrs. Lillian Millard (Title I) Director Training & Job Development Division 207 South Broadway, Rm. 600 Los Angeles, CA 90012 (213) 485-5019
City of Pasadena		Gabriel Rodriguez, Director Human Services Dept. 100 N. Garfield, Rm. 304 Pasadena, CA 91109 (213) 577-4071
City of Torrance		Ms. Elaine Winer, Coordinator Human Resources Analyst Office of the City Manager 3031 Torrance Boulevard Torrance, CA 90503 (213) 328-5310 x 331
City of Ventura		Wayne Robertson, Director Dept. of Employment & Training 3319 Telegraph Road Ventura, CA 93003 (805) 648-6171
Orange County Manpower Commission		Robert C. Nelson Executive Director Orange County Manpower Commission 433 Civic Center Drive Santa Ana, CA 92701 (714) 834-6683
City of Glendale		David Ramsay Manpower Director City of Glendale 613 East Broadway Glendale, CA 91205 (213) 956-2110

CALIFORNIA

Prime Sponsor	Chief Elected Official	CETA Administrator
County of Santa Barbara		Harvey Clement Director, CETA Program County of Santa Barbara 1018 Garden Street Santa Barbara, CA 93101 (805) 966-1611 x 451
City of Berkeley		Ms. Barbara Yoder Acting CETA Coordinator 2180 Milvia St. Berkeley, CA 94704 644-6080
County of Contra Costa		Ms. Judy Miller, Dir. (Title I) Contra Costa Manpower Project 2401-D Stanwell Dr. #440 Concord, CA 94520 671-4239 and John Christolos Coordinator, CETA PSE County of Contra Costa 651 Pine Street, Room B Martinez, CA 94553 327-2586
County of Marin		Dennis Brown Manpower Director Marin County 21 Tamal Vista Blvd., Suite 115 Corte Madera, CA 94925 924-8220
City of Oakland		Juan F. Lopez Manpower Director City of Oakland 14th and Washington Streets Room 204 Oakland, CA 94612 273-3505

CALIFORNIA

Prime Sponsor	Chief Elected Official	CETA Administrator
City of Richmond		Kenneth Smith City Manager City of Richmond City Hall Plaza Richmond, CA 94804 232-1212
City of San Francisco		Ms. Eunice Elton, Director Mayor's Office of Employment and Training City of San Francisco 1748 Market Street San Francisco, CA 94102 558-2922
County of San Mateo		Ms. E. Frances David Manpower Director Manpower Aging - Planning and Administration County Government Center 704 Winslow Street Redwood City, CA 94063 364-5600 x 2831
County of Sonoma		Gary Wilkening Manpower Director County of Sonoma 715 3rd Street Santa Rosa, CA 95404 (707) 527-2928
County of Alameda/City		Suren Dutia Executive Director Alameda County Training and Employment Board 22738 Mission Blvd. Hayward, CA 94541 881-6066

COLORADO

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Region VIII	Mr. Pete Mirelez Chairman, Adams County Board of Commissioners 450 South Fourth Street Brighton, Colorado 80601	Mr. Doug Cramer Manpower Director Building 3-L 7100 Broadway Denver, Colorado 80221 (303) 426-1550
Region VIII	Mr. Wallie Toevs Chairman, Boulder County Commissioners P. O. Box 471 Boulder, Colorado 80302	Mr. Dick Rautio Manpower Administration Dir. 2750 Spruce Street Boulder, Colorado 80302 (303) 441-3985
Region VIII	Mr. John J. Nicholl Chairman Arapahoe County Commissioners 5334 South Prince Littleton, Colorado 80120	Ms. Vickie O'Quinn Manpower Administration Dir. 5231 South Santa Fe Littleton, Colorado 80120 (303) 795-7306 (Littleton) (303) 341-2926 (Aurora)
Region VIII	Honorable Lawrence D. Ochs Mayor, City of Colorado Springs P.O. Box 1575 Colorado Springs, Colorado 80901 Mr. Charles W. Heim Board of County Commissioners El Paso County 27 East Vermijo Colorado Springs, Colorado 80903	Mr. Ray Rodriguez CETA Administrator Suite 320 105 East Vermijo Street Colorado Springs, CO 80903 (303) 471-6870
Region VIII	Mr. Harold Anderson Chairman, Board of County Commissioners Jefferson County Golden, Colorado 80401	Mr. Edward Brantz Jefferson County CETA 8790 West Colfax, Suite 200 Lakewood, Colorado 80215 (303) 232-8090

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Region VIII	Mr. Ed Dunbar Chairman, Weld Co. Comm. P.O. Box 758 Greeley, Colorado 80631	Mr. Walt Speckman Executive Director Human Resources Division P.O. Box 1805 Greeley, Colorado 80631 (303) 351-6100
Region VIII	Mr. David C. Weitzel Chairman, Larimer Co. Comm. P. O. Box 1190 Fort Collins, Colorado 80533	Mr. John Priest Manpower Administration Dir. P.O. Box 1190 Fort Collins. Colorado 80533 (303) 221-2100, x244
Region VIII	Honorable Richard D. Lamm Governor of Colorado State Capitol Bldg., Room 136 Denver, Colorado 80203	Mr. Burton Carlson Director, Div. of Employ. & Training 251 East 12th Avenue Denver, Colorado 80203 Mr. Armando Quiroz Chief, Special Governor's Grant Activities Division of Employ. & Training 770 Grant Street, Room 208 Denver, Colorado 80203 (303) 839-3165 Mr. Sam Sandos Chief, Training Services Sec. Division of Employment & Training 251 East 12th Avenue Denver, Colorado 80203 (303) 839-5833

CONNECTICUT

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Bridgeport		Mr. Robert G. Gilmore, Acting Director Employ. & Training Adminis. 181 Middle Street, Suite 300 Bridgeport, Conn. 06604 (203) 576-7035
Hartford		Mr. Ronald P. Isler Manpower Coordinator Comprehensive Manpower Program 750 Main Street Hartford, Connecticut 06103 (203) 566-6893
New Haven		Thomas Corso Manpower Coordinator 161 Church Street New Haven, Conn. 06510 (203) 562-0151 x884
Waterbury		Mr. Raymond Frageau Manpower Coordinator Croft High School 20 So. Elm Street Waterbury, Ct. 06702 (203) 756-9494 x351/358
Stamford		Mr. Edward X. Canning Manpower Director 20 Summer Street Stamford, Conn. 06901 (203) 348-4263

DELAWARE

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City of Wilmington	Honorable Wm. T. McLaughlin Mayor of Wilmington Wilmington, Delaware 19801 (302) 571-4100	Mr. Kenneth L. Becker, Director CETA Administration Div. Department of Planning & Developing 800 French Street - 7th Floor Wilmington, Dela. 19801 (302) 571-4135

FLORIDA

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Alachua County	Perry C. McGriff, Jr. Chairman, Board of County Commissioners Alachua County Room 402, County Courthouse Gainesville, Florida 32601 (904) 376-3241 (904) 372-8406 - Private bus.)	Janice Hahn Manpower Planning Staff Alachua County Comprehensive Employment & Training Prog. 717 S.W. Fourth Avenue Gainesville, Florida 32601 (904) 376-5024
Brevard County	Lee Wenner Chairman, Board of County Commissioners Brevard County Route 2, Box 1151 Cocoa, Florida 32922 (305) 636-5444	Lee Metcalf Manpower Planning Staff Merritt Island Courthouse 2575 North Courtney Blvd. Merritt Island, Florida 32952 (305) 452-9480, x276
Broward Employment & Training Admin.	Jack Moss Commissioner, Broward Co. Board of Commissioners Broward County Courthouse Room 248, 201 S.E. 6th Street Fort Lauderdale, Florida 33301 (305) 765-5130	Robert D. Johnston Executive Director Broward Employment & Training Administration 330 North Andrews Avenue Fort Lauderdale, Florida 33301 (305) 765-4545
Dade/Monroe Counties Manpower Consortium	Mr. Merrett R. Stierheim County Manager Dade/Monroe Counties Manpower Consortium 73 West Flagler St., Room 901 Miami, Florida 33130 (305) 579-5311	Mr. Barry Evans Executive Director Manpower Planning Consortium 7880 Biscayne Blvd. 8th Floor Miami, Florida 33138 (305) 638-6796

FLORIDA

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Heartland Manpower Consortium	Frank B. Smith, Jr. Chairman, Board of Co. Commissioners Heartland Manpower Consortium P.O. Box 60 Bartow, Florida 33830 (813) 533-1161	Ms. Barbara Monahan Manpower Director Heartland Manpower Consortium 1555 West Main Street Bartow, Florida 33830 (813) 533-0621
Lee County	Mr. L. H. Whan Chairman, Board of County Commissioners Lee County P.O. Box 398 Fort Myers, Florida 33902 (813) 335-2111	Claude E. Thomas, Jr. Acting Director, Lee Co. CETA Office Lee County 2181 1st Street Fort Myers, Florida 33901 CETA (813) 332-1232 (813) 335-2111 x258 or 335-2258
Leon/Gadsden Consortium	Mr. Doug Nichols Chairman, Board of Co. Commissioners Leon/Gadsden Consortium Leon County Courthouse Tallahassee, Florida 32301 (904) 488-4710	Mr. John Alrich Director, Leon County Dept. of Human Resources Leon/Gadsden Consortium 603 North Boulevard Tallahassee, Florida 32301 (904) 487-1320
Manatee County	Mr. Louis Driggers Chairman, Board of Co. Commissioners Manatee County Manatee County Courthouse Bradenton, Florida 33505 (813)746-2165	Mr. Regis Chapman Administrator, Dept of Grants Development Manatee County P.O. Box 1138 Bradenton, Florida 33505 (813) 748-0087

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Okaloosa County	Mr. Hayward T. Hayes Chairman, Board of Co. Commissioners Okaloosa County Courthouse Crestview, Florida 32536 (904) 682-2711	Mr. B. B. Sadler Director Human Resources Courthouse Crestview, Florida 32536 (904) 682-2711
Orange/Orlando Consortium	Mr. Lamar Thomas Chairman, Board of Co. Commissioners Orange/Orlando Consortium P. O. Box 1393 Orlando, Florida 32802 (305) 849-3131	Mr. Donald Pierson Dept. of Manpower Services Orange/Orlando Consortium 525 South Magnolia Avenue Orlando, Florida 32801 (305) 420-3818 or 420-3816
Palm Beach County	Ms. Peggy B. Evatt Chairman, Board of Co. Commissioners Palm Beach Co. Job Opportunity/ Training Service P.O. Box 1989 West Palm Beach, Florida 33402 (305) 837-2040	Mr. William A. West Executive Director Palm Beach Co. Job Opportunity/ Training Service P.O. Box 1989 West Palm Beach, Florida 33402 (305) 659-7020
Pasco County	Mr. John Fuller Chairman, Board of Co. Commissioners Pasco County P.O. Drawer 609 Port Richey, Florida 33568 (813) 847-2411	Ms. Sue Roche Manpower Services Pasco County 1109 1/2 North 14th Street Dade City, Florida 33525 (904) 567-3753

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Sarasota County	Mr. Andrew Sandegren Chairman, Board of County Commissioners Sarasota County P.O. Box 8 Sarasota, Florida 33578 (813) 958-9711	Mr. Robert Kirce, Director Manpower Planning Staff Sarasota County 1938 Laurel St. Sarasota, Florida 33577 (813) 365-4030
Seminole County	Mr. Richard R. Williams Chairman, Board of Co. Comm Seminole County Courthouse 109 North Park Avenue Sanford, Florida 32771 (305) 323-4330	Ms. Lois Martin, Manpower Dir. Manpower Division Seminole County Seminole County Courthouse 109 North Park Avenue Sanford, Florida 32771 (305) 323-4330, x 376, 377, 378
Tampa/Hillsborough Manpower Consortium	Honorable William F. Poe Mayor, City of Tampa City Hall Tampa, Florida 33602 (813) 223-8251	Mr. Charles Dunn Acting Manpower Director Tampa/Hillsborough Manager Consortium Suite 404, 915 N. Ashley Dr. Tampa, Florida 33602 (813) 223-9725
	Mr. Bob Bondi County Commissioner Hillsborough County P.O. Box 1110 Tampa, Florida 33602 (813) 272-5720	
Volusia County	Dr. Thomas C. Kelly County Manager Volusia County P.O. Box 429 Deland, Florida 32720 (904) 736-2700, x 200	Mr. Wayne Hanks Manpower Director Division of CETA Administration Volusia County 724 South Segrave Daytona Beach, Florida 32014 (904) 258-7000, x 4194, 4312

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Central Savannah River Area Manpower Consortium (SCRA)	Edward McIntyre Chairman, CSRA Employment & Training Consortium Richmond County Room 605 - 530 Greene St. Augusta, GA 30902 (404) 724-1831 x 243	Aven King, Administrator CSRA Employment & Training Consortium Room 326 - 500 Building Greene Street Augusta, GA 30902 (404) 722-3106
City of Atlanta	Hon. Maynard H. Jackson Mayor, City of Atlanta Atlanta, GA 30303 (404) 659-4463 x 470	Aaron Turpeau Manpower Planning Director 98 Mitchell Street Suite 6 Atlanta, GA 30303 (404) 658-6117
Clayton County	James C. Griswell Chairman, Board of County Commissioners Clayton County Clayton County Courthouse McDonough Street Jonesboro, GA 30236 (404) 478-9911	Roy Butts Manpower Planner Clayton County EOA 5870 Maddox Road Suite VW Morrow, GA 30260 (404) 363-2656
Cobb County	Hon. Ernest W. Barrett Chairmen, Board of County Commissioners Cobb County P.O. Box 649 Marietta, GA 30061 (404) 422-2320	Frank Phillips Manpower Planner Cobb County P.O. Box 649 Marietta, GA 30061 (404) 428-8346

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DeKalb County	Walter B. Russel, Jr. Chairman, Board of County Commissioners DeKalb County P.O. Box 108 Decatur, GA 30030 (404) 371-2881	Ms. Gloria Close CETA Director DeKalb County 556 N. McDonough Street Decatur, GA 30030 (404) 371-2353
Fulton County	Charlie Brown, Chairman Board of County Commissioners Fulton County Room 409 - 165 Central Avenue Atlanta, GA 30303 (404) 572-2458	Ms. Virginia B. Stanton Director of Finance Fulton County Room 401 - 165 Central Avenue Atlanta, GA 30303 (404) 572-2661
Middle Georgia Consortium	Hon. Buckner F. Melton Mayor of Macon City Hall Macon, GA 31202 (912) 745-5512	Ms. Mary Harris Manpower Planning Coor. Middle Georgia Consortium P.O. Box 247 Macon, GA 31202 (912) 745-5512 or 746-6915
Savannah-Chatham Manpower Consortium	Hon. John P. Rousakis Mayor, City of Savannah City Hall Savannah, GA 31404 (912) 233-9321	George Chiotellis Manpower Planning Coor. P.O. Box 1027 Savannah, GA 31402 (912) 233-9321 x 435
Gwinnett County Board of County Commissioners	Mr. Wayne H. Mason Chairman, Gwinnett County Board of Commissioners 240 Oak Street Lawrenceville, GA 30245 (404) 963-0271	Ms. Patricia Brown CETA Director Gwinnett County 240 Oak Street Lawrenceville, GA 30245 (404) 963-0271

HAWAII

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IDAHO

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ILLINOIS

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City of Chicago	Honorable Michael Bilandic Mayor of Chicago City Hall 121 N. LaSalle St. (312) 744-3300	Samuel C. Berstein Mayor's Office of Manpower 180 N. LaSalle, Suite 800 Chicago, IL 60601 (312) 744-7700
Cook County	George W. Dunne, President Cook County Board 118 N. Clark Street Chicago, IL 60602 (312) 442-6400	William M. Doyle, Chief Administrative Officer Cook Co. Bldg., Rm. 928 Chicago, IL 60602 (Joe Monaghen - Same Address) (312) 443-8828
DuPage County	Gerald R. Weeks, Chairman DuPage County Board 421 N. County Farm Rd. Wheaton, IL 60187 (312) 682-7287	Pete Scully, Director DuPage Co. Manpower Office 421 N. County Farm Rd. Wheaton, IL 60187 (312) 682-7787
East St. Louis	Honorable William E. Mason Mayor of East St. Louis City Hall, #7 Collinsville East St. Louis, IL 62201 (618) 271-1080	Charles Peabody Manpower Administrator 234 Collinsville Ave. East St. Louis, IL 62201 (618) 875-8880
Kane/DeKalb Crst.	Phillip B. Elfstrom, Chairman Kane County Board 719 S. Batavia Ave. Geneva, IL 60134 (312) 232-2400 x 210	James Clapper, Director Kane County CETA Services 719 S. Batavia Avenue Geneva, IL 60134 (312) 232-2400 x 215
Lake County	Norman C. Geary, Chairman Lake County Board 18 N. County Street Waukegan, IL 60085 (312) 689-6336	Clifford Van Dyke Project Administrator Lake Co. Manpower Program 307 W. Washington St. Waukegan, IL 60085 (312) 249-2200

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Macon County	Roy R. Suzewitz, Chairman Macon County Board 253 East Wood, Rm. 506-A Decatur, IL 62523 (217) 429-4548	Karen Larson Project Administrator CETA Services Office 1450 East North Decatur, IL 62521 (217) 423-1312
Madison Co. Crst.	Nelson Hagnauer, Chairman Madison Co. Board County Courthouse Edwardsville, IL 62025 (618) 692-4455	Daniial D. Churovich, Dir. Madison Co. Manpower Office 103 W. Purcell, Rm. 500 Edwardsville, IL 62025 (618) 692-4592
McHenry County	Richard Klemm, Chairman McHenry Co. Board 2200 N. Seminary Ave. Woodstock, IL 60098 (815) 338-2040	Jack Haffner McHenry Co. Manpower Planner 2200 N. Seminary Ave. Woodstock, IL 60098 (815) 338-2040
McLean County	James Pemberton, Chairman McLean County Board 205 Courthouse Bloomington, IL 61701 (309) 828-4521	Keith Stein CETA Director 201 East Grove Bloomington, IL 61701 (309) 828-4026
Peoria Consortium	Honorable Richard E. Carver City Hall 419 Fulton Street Peoria, IL 61602 (309) 673-3763	O. Merrill Boggs Manpower Specialist 613 N.E. Jefferson Peoria, IL 61603 (309) 672-8513
Rockford Crst.	Robert W. McGaw, Chairman Rockford Crst. Bd. 425 E. State Street Rockford, IL 61104 (815) 987-5896 x 276	Thomas Cave, Director Office for Comprehensive Employment & Training 401 South Main St. Rockford, IL 61104 (815) 987-5896

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	Donald E. Gibbs, Chairman Sangamon Co. Board Room 301, County Bldg. Springfield, IL 62703 (217) 528-4351 x 302	Shirley McCollum CETA Administrator 325 N. Grand Avenue, East Springfield, IL 62702 (217) 523-5026
	Herman L. Stokes, Chairman Union Co. Bd. County Courthouse Jonesboro, IL 62952	Sarah Jane Clarke Project Director P.O. Box 298 Karnak, IL 62956 (618) 634-2294 or 2295
	C. E. Farris, Chairman Alexander Co. Bd. 2000 Washington Ave. Cairo, IL 62914 (618) 734-3947	
	Gary McBride, Chairman Johnson Co. Bd. Johnson Co. Courthouse Vienna, IL 62995 (618) 658-3611	
	John W. Taylor, Chairman Massac Co. Board Massac Co. Courthouse Metropolis, IL 62960 (618) 524-5213	
	Dallas Jackson, Chairman Pulaski Co. Bd. Pulaski Co. Courthouse Mound City, IL 62963 (618) 748-9360	
State of Illinois	Honorable James R. Thompson Governor of Illinois State Office Building Springfield, IL 62706 8-956-6830	Dr. L. W. Murray, Jr. State of Illinois Governor's Office of Manpower 623 E. Monroe Street Springfield, IL 62701 8-956-1730

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Tazewell County	William D. Heisel, Chairman Tazewell County Board Pekin, IL 61554 (309) 347-5220	H. A. Schermerhorn, CETA Director P.O. Box 315 Pekin, IL 61554 (309) 347-5994
Will-Grundy Crst.	Ted Grabavoy, Chairman Will Co. Board Will Co. Courthouse Joliet, IL 60431 (815) 729-8402	Lou Krause Will Co. Manpower Planner 68 N. Chicago St. Joliet, IL 60431 (815) 729-8681

INDIANA

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Delaware Blackford Consortium	Mr. Leonard Thomas, President Delaware County Board of Commissioners, Room 309 100 West Main Street Muncie, IN 47305 (317) 474-7730	Mrs. Nada Stautamoyer CETA Director Delaware Blackford Consortium 114 West Washington Street Muncie, IN 47305 (317) 747-7788
Madison County	Mr. Luther Puckett, President Madison County Commissioners 16 East 9th Street Madison County Government Center Anderson, IN 46016 (317) 646-9212	Mr. Barry Lawrence, Director Madison County Employment & Training 1109 Jackson Street, 2nd Fl. Anderson, IN 46015 (317) 646-9382 Madison County Mailing Address P.O. Box 149 Anderson, IN 46015
So. Western Indiana Manpower Planning Consortium (Gibson, Pike, Dubois, Posey, Vanderburg, Warrick, Spencer, Perry)	Mayor Russell G. Lloyd Chairman S.W. Indiana Manpower Consortium, Room 219 Administration Building Civic Center Complex Evansville, IN 47708 (812) 426-5581	Mr. Thomas Akin Mayor's Secretariat for Manpower Planning Room 219, Administration Bldg. Civic Center Complex Evansville, IN 44708 (812) 426-5537
Vigo County	Mr. John Scott, President Vigo County Board of Commissioners Vigo County CETA Program 251 North 18th Street Terre Haute, IN 47807 (812) 234-2671	Mr. Michael L. Fuller, Actg. CETA Director Vigo County Board of Comm. Vigo County CETA Program 251 North 18th Street Terre Haute, IN 47807 (812) 238-8386

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Tippecanoe County	Mr. William Vanderveen, President Tippecanoe County Board of Commissioners County Office Building 30 North 3rd Street Lafayette, IN 47901 (317) 423-9215	Mr. Tim Monger, Manpower Dir. Tippecanoe County Manpower Department 30 North 3rd Street Lafayette, IN 47901 (317) 423-9201
Elkhart County	Mr. Patsy Ronzone, President Attn: Thomas Romberger Elkhart County Commissioners County Courts Building 315 South Second Street Elkhart, IN 46514 (219) 294-6621	Mr. Don Baldridge Director of Manpower 401 South Second Street Elkhart, IN 46514 (219) 294-7651
Fort Wayne Area Consortium (Adams, Allen, DeKalb, LaGrange, Mole, Whitley)	Honorable Robert Armstrong Mayor of Fort Wayne Mayor's Office City County Building One Main Street Fort Wayne, IN 46802 (219) 423-7646	Mr. Jack Wilson, Sr. Executive Director, CETA City County Building 6th Floor, One Main Street Fort Wayne, IN 46802 (219) 423-7450
Civil City of Gary	Honorable Richard G. Hatcher Mayor, City of Gary Municipal Building 401 Broadway Gary, IN 46402 (219) 944-5501	Mr. Ronald Sullivan Manpower Administrator 900 Madison Street Gary, IN 46402 (219) 883-9671
City of Hammond	Honorable Edward J. Raskosky Mayor, City of Hammond 5925 Calumet Avenue Hammond, Indiana 46320 In absence of Mayor: Mr. George Sudicky Comptroller City of Hammond (219) 853-6301	Mr. Lawrence Steffel, Dir. Hammand CETA 5947 Hohman Avenue Hammond, IN 46320 (219) 937-3750

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	(219) 663-3011 (219) 769-4626	(219) 633-3011
LaPorte County	Mr. William Fishbacker LaPorte County Commissioners Circuit Courthouse LaPorte, IN 46016	Mr. John Hemphill, Director Employment & Training Warren Building 723 Franklin Square, Suite 503 Michigan City, IN 46360
	(219) 362-5017	(219) 872-9158
City of South Bend	Honorable Peter J. Nemeth Mayor, City of South Bend City County Building 227 West Jefferson Street South Bend, IN 46601	Mr. Elroy Kelzenberg, Director Bureau of Employment & Training City County Building 227 West Jefferson Street South Bend, IN 46601
	(219) 284-9261	(219) 284-9422
St. Joseph County	Mr. Richard Larrison Chairman St. Joseph County Courthouse Room 720, County City Building 227 West Jefferson Street South Bend, IN 46601	Mr. Elias Kitkowski Manpower Coordinator St. Joseph County Room 820, County City Bldg. 227 West Jefferson Street South Bend, IN 46601
	(219) 284-9534	(219) 284-9691

IOWA

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Black Hawk County	Mr. Carroll Hays, Chairperson Black Hawk County Bd. of Super. Black Hawk County Court House 316 E. Fifth Street Waterloo, IA 50703 (319) 291-2500	Mr. David Mazur Black Hawk County Bd.of Super. 3rd Floor KWWL Bldg. E. 4th & Franklin Street Waterloo, IA 50703 (319) 291-2546
Woodbury County	Ms. Rita Kline, Chairperson Woodbury County Bd. of Super. Woodbury County Court House Seventh & Douglas Sts. Sioux City, IA 51101 (712) 279-6525	Mr. Dennis La Brune, Director Woodbury County Bd. of Super. Woodbury County Employment & Training Center 808 5th Ave., Suite 301 Baxter Building Sioux City, IA 51101 (712) 279-6134
State of IA Employ. Security	Ms. Colleen Shearer, Director Iowa Dept. of Job Service 1000 E. Grand Des Moines, IA 50319 (515) 281-5319	
Balance of State	Honorable Robert Ray Governor of Iowa Des Moines, Iowa 50319	Mr. Robert Tyson, Director Office of Planning & Program. 523 East 12th Street Des Moines, IA 50319 (515) 281-5888
Governor's Special Grant	Honorable Robert Ray Governor of Iowa Des Moines, Iowa 50319	Mr. Robert Tyson, Director Office of Planning & Program. 523 East 12th Street Des Moines, IA 50319 (515) 281-5888

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KANSAS

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Kansas City, Kansas/ Wyandotte County Consortium	Honorable Jack Reardon Mayor of Kansas City 1 Civic Plaza Bldg. Kansas City, Kansas 66101 (913) 371-2000	William G. Summers, Adminis. Office of Employ. & Training 1 Civic Plaza Bldg. Kansas City, Kansas 66101 (913) 371-2000
Johnson/Leavenworth Counties Consortium	Mr. Robert Bacon, Chairman Johnson County Board of Commissioners Johnson County Courthouse Santa Fe & Kansas Olathe, Kansas 66061 (913) 682-5000, x444	Ardie A. Davis, Director Office of Employment & Training Programs 135 South Kansas Avenue Olathe, Kansas 66061 (913) 782-2114
City of Topeka/ Shawnee County Consortium	Honorable Bill McCormick Mayor of Topeka 215 East Seventh Street Topeka, Kansas 66603 (913) 235-9261	Lawrence Kelly, Director Topeka/Shawnee Co. Consortium 901 Monroe Topeka, Kansas 66612 (913) 357-6226
City of Wichita	Honorable Tony Casado Mayor of Wichita 204 South Main Street Wichita, Kansas 67202 (316) 262-0611	Mr. Ted Lane, Director Metropolitan Area Planning Department Manpower Coordination Center 455 N. Main Wichita, Kansas 67202 Info. Copies to: Fred P. Ramirez State Manpower Administrator 535 Kansas Avenue, 9th Fl. Topeka, Kansas 66603

KENTUCKY

Prime Sponsor	Chief Elected Official	CETA Administrator
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	(502) 564-7130	(502) 564-5331
	(All letters to Conn must have cc to DeShazer)	Mr. Hubert L. Cox Bureau for Manpower Services (CETA) 275 E. Main Street Frankfort, KY 40601 (502) 564-6646
Special Gov. Grant	Charles C. Furr Executive Secretary Kentucky Manpower Council 275 E. Main Street Frankfort, KY 40601	
	(502) 564-5360	
Bluegrass Employment & Training Program	Honorable James G. Amota Chairman, Bluegrass Employment & Training Program 136 Walnut Street Lexington, KY 40507	Ms. Susan B. Wurl Acting Director Bluegrass Employment & Training Program 190 North Upper Lexington, KY 40507
	(606) 255-5631	(606) 255-7956
City of Louisville/ Jefferson County	Honorable William B. Stansbury Mayor of Louisville 101 City Hall Louisville, KY 40202	Mr. Steven L. Zimmer Manpower Planning Director Kentucky Home Life Bldg. Suite 620 Fifth & Jefferson Streets Louisville, KY 40402
	(502) 587-7435	(502) 587-3761
	Honorable Mitch McConnell Judge, Jefferson County Jefferson Court House Louisville, KY 40202	

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	Honorable James A. Dressman, Jr. Judge, Kenton County Fiscal Court City-County Building - Rm. 408 Covington, KY 41011 (606) 292-2329	Robert Koo Manpower Administrator City-County Building - Rm. 408 Covington, KY 41011 (606) 292-2304

LOUISIANA

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Baton Rouge	Baton Rouge and East Baton Rouge Parish 222 St. Louis Street, Suite 330 Governmental Building Baton Rouge, LA 70821	Leo Turner, Manpower Director Mayor's Office of Employment and Training 222 St. Louis St., Suite 330 Governmental Building Baton Rouge, LA 70821 (504) 389-3097
Lafayette	Lafayette Parish Police Jury Lafayette Parish Courthouse Fifth Floor Lafayette, LA 70501	L. L. (Lee) Broussard, Director Lafayette Parish Employment and Training Programs Lafayette Parish Courthouse, Room 503 Lafayette, LA 70501 (318) 233-8300
Monroe	Ouachita Parish Police Jury P.O. Box 550 Monroe, LA 71201	Steve Mansure, ETA Director Ouachita Parish Police Jury 300 Essex House 141 DeSiard Monroe, LA 71201 (318) 388-2083
New Orleans	City of New Orleans 1300 Perdido Street New Orleans, LA 70112	Wayne Dupree, OMED Director City of New Orleans 1300 Perdido St., Rm. 8E06 New Orleans, LA 70112 (504) 586-4678
Alexandria	Rapides Parish Police Jury P.O. Box 1150 Alexandria, LA 71301	Terry Bounds, Director Manpower Programs Rapides Parish Policy Jury P.O. Box 7556 Alexandria, LA 71301 (318) 445-7386

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Gretna	Jefferson Parish Gretna Courthouse P.O. Box 9 Gretna, LA 70053	Joseph S. Maggiore, Executive Director Office of Manpower Programs Jefferson Parish 7809 Airline Highway Metairie, LA 70003 (504) 738-1200
	Calcasieu Parish Police Jury P.O. Box 1583 Lake Charles, LA 70601	Linda Roddy, Director Manpower Programs Calcasieu Parish Policy Jury 2911 Ryan Street Lake Charles, LA 70601 (318) 439-5711

MAINE

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Cumberland County		Mr. Jack E. Lyons CETA Director County of Cumberland CETA 107 Elm Street Portland, ME 04101 (207) 775-5891 141 755-5891
Penobscot County		Penobscot County Commissioners Penobscot Consortium Attn: Mr. Charles Tetro Program Director Penobscot Consortium Training and Employment Administration Symphony House 166 Union Street Bangor, ME 04401 (207) 947-3373
Kennebec County		Mr. James C. Schoenthaler Program Director Kennebec County CETA 132 State Street Augusta, ME 04330 (207) 623-2961

MARYLAND

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Balance of State	Richard A. Batterton, Chairman Maryland State Manpower Planning Council 1100 North Eutaw Street Baltimore, MD 21201 (301) 932-5528	Mr. Joel E. Matz, Director Maryland State Manpower Planning Office (Rm. 202) 1123 North Eutaw Street Baltimore, MD 21201 (301) 932-5551
Montgomery County	Mr. James P. Gleason Montgomery County Executive 100 Maryland Avenue Rockville, MD 20850 (301) 279-1284	Mr. David W. Goehring, Chief Division of Labor Services Office of Human Resources 8113 Fenton Street Silver Spring, MD 20910 (301) 279-8360
Prince George's County	Mr. Winfield M. Kelley, Jr. Prince George's County Executive Courthouse Upper Marlboro, MD 20870 (301) 627-3000	Mr. Donald Weinberg, Personnel Officer Department of Human Resources 9171 Central Avenue Capitol Heights, MD 20027
Western Maryland Manpower Consortium (Counties of Garrett, Allegheny, Washington, Frederick, and City of Frederick)	Mr. Martin L. Snook, President Western Maryland Manpower Consortium Courthouse Annex Hagerstown, MD 21740 (301) 791-3090	Mr. Richard H. Barron, II, Director Western Maryland Manpower Consortium 42 Summit Avenue Hagerstown, MD 21740 (301) 791-3076

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City of Boston		Mr. Charles Atkins Administrator Employment & Economic Policy Administrator City Hall, Room 703 Boston, MA 02201 (617) 723-3360
City of Cambridge		Ms. Ann Greenwood Acting Regional Coordinator EMHRDA 51 Inman Street Cambridge, MA 02139 (617) 876-2160
City of Lowell		Mr. Mario Alfano CETA Administrator 89 Appleton Street Lowell, MA 01853 (617) 876-6800 x 271
City of New Bedford		Mr. Ralph Schmarsow Director New Bedford Consortium P.O. Box A-2102 1251 Purchase Street New Bedford, MA 02740 (617) 999-3161 x 26

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City of Brockton		Mr. Bernard Mallory CETA Director 45 School Street Brockton, MA 02401 (617) 584-1887
City of Worcester		Mr. David O'Toole CETA Director CETA Administration Worcester Manpower Consortium 340 Main Street, Rm. 467 Worcester, MA 01608 (617) 757-2748

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Balance of State	Honorable William G. Milliken Governor, State of Michigan Capitol Building Lansing, Michigan 48905 (517) 373-3400	Mr. Richard E. Donahue, Director, Bureau of Employ. & Training Michigan Dept. of Labor State Secondary Complex, 3rd Floor 7150 Harris Drive Lansing, Michigan 48909 (517) 373-8028 Mr. Keith Molin, Director Michigan Department of Labor 300 East Michigan Avenue Lansing, Michigan 48926 (517) 373-9600
Bay County	Mr. Louis C. Neal Chairperson, Bay County Board of Commissioners Bay County Bldg., 515 Center Ave Bay City, Michigan 48706 (517) 893-2611	Mr. James W. McGowan, Director Bay County Dept. Of Public Service Careers Box 391 311 Second Street Bay City, Michigan 48706 (517) 892-4578
City of Warren	Honorable Ted Bates Mayor, City of Warren 29500 Van Dyke Avenue Warren, Michigan 48093 (313) 573-9500	Mr. Gerald H. Mazurek Deputy Director Employment & Training Prog. City of Warren 29500 Van Dyke Avenue Warren, Michigan 48093 (313) 573-9500 x296 Mr. William E. Collin Director of Personnel Management 29500 Van Dyke Avenue Warren, Michigan 48093 (313) 573-9500, x34

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Washtenaw County	Mrs. Meri Lou Murray Chairperson, Washtenaw Co. Board of Commissioners County Building Ann Arbor, Michigan 48108 (313) 994-2402	Mrs. Patricia Bambery CETA Coordinator 212 So. Fourth St., 2nd Floor Ann Arbor, Michigan 48108 (313) 994-1640
Berrien County	Ms. Nancy Clark Chairperson, Berrien Co. Board of Commissioners 811 Port Street Berrien Co. Courthouse St. Joseph, Michigan 49085 (616) 983-7111 x295	Mr. Roger Petrie, County Coordinator Berrien County Courthouse 11 Port Street St. Joseph, Michigan 49085 (616) 983-7111, x225 or 235
		Mr. Weldon L. Burden CETA Director 145 West Main Street Benton Harbor, Michigan 49022 (616) 927-2476
Calhoun County	Ms. Bess H. Jordan Chairperson, Calhoun Co. Board of Commissioners 315 West Green Street Marshall, Michigan 49068 (616) 781-9811, x281	Mr. John Martinoff, Director Calhoun County Employment & Training Administration 315 West Green Street, Room 56 Marshall, Michigan 49068 (616) 781-9811
City of Dearborn	Honorable John B. O'Reilly Mayor, City of Dearborn 13615 Michigan Avenue Dearborn, Michigan 48126 (313) 584-2900 Attn: Dr. Van D. Mericas Mayor Pro-Tem	Mr.Herbert G. Amthor CETA Director Office of Manpower (CETA OF.) City of Dearborn 4500 Maple Street Dearborn, Michigan 48126 (313) 584-0050

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		City of Detroit Dept. of Manpower Adminis. Room 604 903 West Grand Blvd. Detroit, Michigan 48208 (313) 224-6070
Genesee-Lapeer-Shiawassee-Flint Consortium	Mr. Richard A. Hammel Vice Chairperson, Genesee Co. Board of Commissioners 1101 Beach Street, Room 312 Flint, Michigan 48502 (313) 766-8926	Mr. Robert L. Agle, Jr. Consortium PSE Coordinator Genesee County Walter Reuther Center 708 Root Street, 3rd Floor Flint, Michigan 48503 (313) 766-7390
	Mr. Ross Reynolds, Jr. Chairperson Lapeer County Bo. of Comm. 5454 North Street Dryden, Michigan 48428 (313) 796-3434 or 796-3654	Mr. Leland McDowell Manpower Coordinator Lapeer County Public Ser. Employ. Program 350 No. Court St., Room 209 Lapeer, Michigan 48226 (313) 664-1321
	Mr. Devoist Surbeck Chairperson Shiawassee Co. Bo. of Comm. 6915 West M-78 Shaftburg, MI 48882 (517) 675-5133	Mr. Richard Gute, Director Shiawassee County Dept. of Resources & Manpower Development 1350 East Main St. Owosso, MI 48867 (517) 743-5691
	Honorable James Rutherford Mayor, City of Flint 1101 So. Saginaw St. Flint, MI 48502 (313) 766-6100	Mr. Bruce A. Graebner, Dir. Genesee-Lapeer-Shiawassee-Flint Employ. & Training Consortium Walter Reuther Center, 3rd Fl. 708 Root Street Flint, MI 48503 (313) 766-7390

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Region II Manpower Consortium (Jackson-Hillsdale-Lenawee)	Mr. Richard Mills Chairperson Region II Manpower Consortium Bo. of Comm. Jackson County Tower Bldg. 120 W. Michigan Avenue Jackson, MI 49201 (517) 787-4411	Mr. Paul R. Bigley, CETA Dir. Region II Manpower Consortium Jackson County Tower Bldg. 120 W. Michigan Jackson, MI 49201 (517) 788-4499
Kalamazoo County	Mr. Harlow A. Kott Chairperson, Kalamazoo Co. Board of Commissioners 227 West Michigan Kalamazoo, Michigan 49006 (616) 383-8700	Mr. Craig Schreuder, Dir. Employment Training Office 119 No. Church St. Suite 101 Kalamazoo, Michigan 49006 (616) 382-8928
Lansing Tri-Co. Regional Manpower Consortium	Mr. Milford Moore Chairperson, Tri-County Administrative 1850 W. Mount Hope Ave. Lansing, MI 48910 (517) 487-0106	Michael A. Quinn Executive Director Lansing Tri-County Regional Manpower Administration 1850 W. Mount Hope Ave. Lansing, Michigan 48910 (517) 487-0106
City of Livonia	Honorable Edward H. McNamara Mayor, City of Livonia 33001 Five Mile Road Livonia, Michigan 48154 (313) 421-2000, x224	Mr. James P. Andres CETA Program Administrator 15420 Farmington Road Livonia, MI 48154 (313) 522-8870 x220
Macomb County	Mr. Robert A. VerKuilen Chairperson, Macomb Co. Board of Commissioners Macomb Co. Courthouse, 2nd Fl. Mount Clemens, MI 48043 (313) 469-5125	Mr. Edward J. Bonior Executive Director Macomb Co. Community Services Agency, Vicant Bldg. 2nd Floor, 59 N. Walnut St. Mount Clemens, MI 48043 (313) 469-5220

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Saginaw County	Mr. Benjamin L. Schrader Chairperson, Saginaw County Board of Commissioners 111 S. Michigan Saginaw, MI 48602 (517) 793-9100, x333	Mr. Dennis J. Brieske, Dir. Manpower Administration Saginaw Co. Courthouse Saginaw, Michigan 48602 (517) 793-4561
St. Clair	Mr. Robert Docherty Chairperson, St. Clair Board of Commissioners 4560 11th Street Port Huron, MI 48060 (313) 364-6248	Mr. Richard G. Bingham Exec. Director St. Clair Co. Regional Planning Commission 511 Fort Street, Suite 400 Port Huron, MI 48060 (313) 987-4884
		Mr. Victor A. Amato Administrative Coordinator St. Clair County Manpower Office 511 Fort Street, Suite 531 Port Huron, MI 48060 (313) 987-5700
Monroe County	Mr. Arden T. Westover, Sr. Chairperson, Monroe Co. Board of Commissioners 106 East First Street Monroe, Michigan 48161 (313) 243-6900, x225	Mr. John Hayter, Director Monroe County Manpower Prog. 1426 East First Street Monroe, MI 48616 (313) 242-0218
Muskegon-Oceana Consortium	Mr. David Bringedahl Chairperson, Muskegon Co. Board of Commissioners County Building Muskegon, MI 49440 (616) 724-6381	Mr. Paul Roy, Director Manpwer Development Muskegon County Bldg. 953 East Keating Muskegon, MI 49440 (616) 724-6381

MICHIGAN

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City of Duluth	Robert C. Beaudin, Mayor City Hall Duluth, Minnesota 55802 (218) 727-4522, x274	Robert Hoch, Director Employment & Training Services (Manpower Services) 317 City Hall Duluth, Minnesota 55802 (218) 723-3576
Ramsey County	Warren Schaber, Chairperson Board of Commissioners Ramsey County Courthouse St. Paul, MINN 55102 (612) 398-5792	Mr. Mike Erickson, Director 905 Parkway Drive Maplewood, Minn 55106 (612) 778-2900
Region III CETA Consortium	Dr. Alvin S. Hall Midway School, Vermillion Dr. Virginia, MINN 55792	Mr. Dennis Wain Region III CETA Consortium Midway School Vermillion Dr. (218) 749-1274
Rural Minnesota CEP, INC.		Larry Buboltz, Director Rural Minnesota CEP, Inc. 819 Lincoln Avenue Detroit Lakes, MINN 56501 (218) 847-9205
State of Minnesota	Rudy Perpich, Governor Governor's Office State Capitol Bldg. St. Paul, MINN 55155	Mr. Michael C. O'Donnell Commissioner Dept. of Economic Security 390 North Robert St. St. Paul, MINN. 55101
City of St. Paul	George Latimer, Mayor City Hall St. Paul, MINN 55101 (612) 223-4904	Richard Thorpe, Director Manpower Planning City of St. Paul 310 Cedar Street St. Paul, MINN 55101 (612) 298-4904

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Hennepin County	John E. Derus Chairman of the Board A-2310 Government Center Minneapolis, MINN 55487 (612) 348-5203	William C. Brumfield, Director Hennepin Co. CETA Services Hennepin Co. Government Ctr. A 2310-300 So. Sixth St. Minneapolis, MINN 55487 (612) 348-5203
Quad Counties	Dennis L. Hron Chairman, Exec. Committee 55 Sherburne Ave., Suite 112 St. Paul, MINN 55103 (612) 445-7750, x100	James Shipman, Director Quad Counties Consortium Metropolitan Inter Co. Council Suite 112-55, Sherburne Avenue St. Paul, MINN 55103 (612) 227-7651

MISSISSIPPI

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Jackson Manpower Consortium	Honorable Dale Danks, Jr. Mayor, City of Jackson P. O. Box 17 Jackson, MS 39205 (601) 969-7500, x211	John C. Bonner Director, Manpower Div. P. O. Box 17 Jackson, MS 39205 (601) 969-7500, x253
Harrison County	Leroy Urie Chairman, Executive Comm. Harrison Co. Employment and Training Council P. O. Box 4233 Gulfport, MS 39501 (601) 864-7924	Andrew Cutler Director, Harrison County E & T Council P. O. Box 4233 Gulfport, MS 39501 (601) 864-7924

MISSOURI

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Kansas City Area MP Consortium	Honorable Charles B. Wheeler, Jr. Mayor of Kansas City 414 E. 12th Street Kansas City, MO 64106 (816) 274-2595	Mr. Vernon J. Brooks, Admin. Office of Employment & Training 414 E. 12th Street Kansas City, MO 64106 (816) 274-2631
Jackson County MP Program	Mr. Michael White County Executive Jackson County Court House 415 E. 12th Street Kansas City, MO 64106 (816) 881-3333	Mr. Anthony Bartlett, Director Employment and Training, Jackson County 3675 W. Nolan Rd.,Suite 100 Independence, MO 64050 (816) 881-4420
City of Independence	Honorable Richard A. King Mayor of Independence P. O. Box 1019 Independence, MO 64050	Ms. Bernadine White, Director Office of Manpower Resources 103 North Main Independence, MO 64050 (816) 836-8666
Governor's Special Grant	Honorable Joseph P. Teasdale Governor of Missouri State Capitol Building Jefferson City, MO 65101	
City of Springfield	Mr. Don Busch, City Manager City of Springfield 820 North Boonville Springfield, MO 65802 (417) 865-1611	Mr. Chet Dixon, Director Human Resources Department 299 E. Commercial Springfield, MO 65802 (417) 862-0784

MISSOURI

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St. Louis County - Office of Manpower Programs	Mr. Gene McNary, Supervisor County Government Center 7900 Forsyth - 9th Floor Clayton, MO 63105 (314) 889-2016	Ms. Margaret Stroup, Director Department of Human Resources 555 South Brentwood Clayton, MO 63105 Mr. Wayne Flesch, Asst. Director Office of Employment & Training 555 South Brentwood Clayton, MO 63105 (314) 889-2167
Office of Manpower Programs Jefferson/Franklin Co., Inc.	Honorable Walter N. Steinburk Presiding Judge Jefferson Co. Court P. O. Box 362 Hillsboro, Mo. 63050 (314) 789-3337 Honorable Hugh N. McCane Presiding Judge Franklin County Union, MO	Mr. Ronald Ravenscraft Manpower Planning Director Jefferson/Franklin Co., Inc. P. O. Box 362 Hillsboro, MO 63050 (314) 789-3502
St. Charles County Court	Honorable Charles Schwendemann Presiding Judge St. Charles County Court 118 N. 2nd Street St. Charles, MO 63301	Mr. Jerry Rufkahr County Manpower Director St. Charles County Court 1 Westbury Plaza St. Charles, Mo. 63301 723-8300

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NEBRASKA

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City of Lincoln	Ms. Helen Boosalis, Mayor 555 South 10th Street Lincoln, NE 68508 (402) 475-5611	Eugene D. Staberg Manpower Director 129 N. 10th Street Old Federal Building, Rm 240 Lincoln, NE 68508 (402) 474-1328
Balance of State	Gerald Chizek Commissioner of Labor 550 South 16th Street Box 94600, State House Station Lincoln, NE 68509 (402) 475-8451	Tom Erixon Deputy Commissioner of Labor P.O. Box 82427 124 N. 11th Street Lincoln, NE 68501 (402) 471-3181
Governor's Special Grant	Hon.James J. Exon Governor of Nebraska 550 South 16th Street P.O. Box 94600, State House Station Lincoln, NE 68509	Mr. William Kranda Special Grant Director Nebraska Dept of Labor 4611 Huntington Ave P.O. Box 4606 U/P.S. Lincoln, NE 68504 (402) 467-5202
Division of Employment	Mr. Gerald Chizek Commissioner of Labor 550 South 16th Street PO Box 94600, State House Station Lincoln, NE 68509 (402) 475-8451	Mr. Vernon Malolepszy Director 550 South 16th Street PO Box 94600, State House Station Lincoln, NE 68509 (402) 475-8451

NEVADA

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Balance of State		Lawrence O. McCracken Executive Director Nevada Employment and Security Department 500 East Third Street Carson City, NV 89701 885-4635
Governor's Special Grant and Title III		Governor's Special Grant Ms. Alice J. Brown, Director Office of State Manpower Ser. State Mail Room Carson City, NV 89701 885-4310
Las Vegas/Clark County Consortia		Al Lipitt, Executive Director Las Vegas/Clark County Consortium 400 E. Stewart Avenue Las Vegas, NV 89101 386-6531
		May Shelton CETA Director P.O. Box 11130 Reno, NV 89510 785-6271

NEW HAMPSHIRE

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Hillsborough County		Mr. Dennis E. Murphy CETA Director - E & T Program Southern NH Services, Inc. P.O. Box 5045 Manchester, NH 03108 (603) 669-0701
Rockingham County		Ms. Judith A. Gustafson Employment & Training Dir. Rockingham/Strafford Employment & Training Consortium P.O. Box 299 Epping, NH 03042 (603) 679-5614

NEW JERSEY

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		Mr. William Tracy Dept. of Labor & Industry John Fitch Plaza - Rm 1002 Trenton, N. J. 08625
		Mr. James E. Amos Dept. of Labor & Industry John Fitch Plaza - Rm 1002 Trenton, N. J. 08625
		Mr. William R. Mate Dept. of Labor & Industry John Fitch Plaza - Rm. 1102 Trenton, N.J. 08625
Atlantic Co.	Mr. Charles Worthington Atlantic Co. Executive 741 Guarantee Trust Bldg. Atlantic City, N.J. 08401 (609) 345-3993	Mr. Albert V. Ruggiero Manpower Director 1601 Atlantic Avenue Atlantic City, NJ 08401 (609) 345-6700
Bergen Co.	Mr. Jeremiah O'Connor Bergen County Administration Bldg. Hackensack, NJ 07601 (201) 646-2000	Mr. Kenneth Ryan Bergen CAP-Manpower 90 Main Street Hackensack, NJ 07601 (201) 342-3512
Burlington Co.	Mr. Michael J. Conda Burlington Co. County Office Bldg. Mt. Holly, NJ 08060 (609) 267-3300	Mr. Newman Leverett, Jr. Acting Manpower Director 2311 Mt. Holly Road, Rte. 541 Burlington, NJ 08016 (609) 261-0221

NEW JERSEY

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Camden County	Mr. William J. Simon Camden County Courthouse Camden, New Jersey 08101 (609) 757-8250	Mr. Richard Dodson Ashland Office Bldg. Eveham & Alpha Aves. Voorhees Township, N.J. 08043 (609) 795-5645
Cumberland Co.	Mr. Charles Fisher Cumberland County P.O. Box 457 Bridgeton, New Jersey 08302	Mr. Charles Thomas, CETA Administrator Cumberland County P. O. Box 457 Bridgeton, New Jersey 08302 (609) 451-8920
Elizabeth City	Honorable Thomas A. Dunn Mayor, City of Elizabeth 60 West Scott Place Elizabeth, N. J. 07201 (201) 353-6000	Mr. Neil DeHann CETA Administrator 60 West Scott Place Elizabeth, N.J. 07201 (201) 352-3234
Essex County	Ms. Reita Greenstone Essex County Hall of Records Newark, N.J. 07102 (201) 961-7000	Ms. Annette O'Flaherty CETA Administrator Hall of Records - Rm. 406 Newark, N.J. 70102 (201) 961-8078
Gloucester Co.	Mr. Donald Wagner Gloucester County-ETA P. O. Box 555 Woodbury, New Jersey 08096 (609) 845-1600	Mr. Joseph A. Schelegel CETA Administrator Gloucester County P.O. Box 555 Gloucester, N. J. 08096 (609) 845-8950
Hudson Cons.	Mr. Edward Clark County Executive Hudson Co. Admin. Bldg. 595 Newark Avenue Jersey City, N.J. 07360 Honorable Thomas F.X. Smith Mayor, City of Jersey City City Hall Jersey City, N.J. 07602	Mr. Edward Farrelly Hudson County 71 Adams St. Hoboken, N.J. 07036 (201) 240-0009

NEW JERSEY

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Middlesex Co.	Mr. Thomas J. Molyneux Middlesex County County Administration Bldg. New Brunswick, N.J. 08901 (201) 321-6811	Mr. Reagin Brown CETA Admin. - Middlesex Co. 133 Church St. New Brunswick, N.J. 08901 (201) 246-6920
Monmouth Co.	Mr. Harry Larrison, Jr. Monmouth County Hall of Records Freehold, N. J. 07728 (201) 431-4000	Mr. Richard C. Wenner 1929 Corlies Avenue Neptune, New Jersey 07753 (201) 431-7000
Morris Co.	Mr. Peter Burkhart Morris County CETA 3 Schuyler Place Morristown, N. J. 07960 (201) 285-6212	Mr. Fred Radlmann, CETA Admin. County Admin. Bldg. 3 Schuyler Place Morristown, N. J. 07960 (201) 285-6135
Newark City	Hon. Kenneth A. Gibson Mayor, City of Newark City Hall - 920 Broad St. Newark, N.J. 07102	Mr. Harry Wheeler, CETA Admin. City Hall Newark, New Jersey 07102 (201) 733-8500 Mr. Zinnerford Smith Deputy Manpower Director City Hall Newark, N. J. 07102 (201) 733-6356
Ocean Co.	Ms. Hazel Gluck Ocean County Courthouse Toms River, N. J. 08753 (201) 244-2121	Mr. Edward Farrell, CETA Admin. Ocean County Admin. Bldg. 36 W. Water St. Toms River, N.J. 08753 (201) 240-0009

NEW JERSEY

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Paterson City	Hon. Lawrence F. Kramer Mayor, City of Paterson City Hall Paterson, N. J. 07501 (201) 684-5800	Mr. James Sparano CETA Administrator 137 Ellison Street Paterson, N.J. 07501 (201) 881-3521
Somerset Co.	Dr. Thomas Maggio Somerset County Administration Bldg. Somerville, N.J. 08876 (201) 725-4700	Mr. Robert Mohlenhoff CETA Administrator County Administration Bldg. Somerville, N.J. 08876 (201) 725-4700
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Consortia	City of ALbuquerque Office of CETA 302 Sixth Street, S.W. Albuquerque, N.M. 87103	Orlando Sedillo Mayor's Assistant in Charge of CETA City of Albuquerque Office of CETA 302 Sixth Street, S.W. Albuquerque, N.M. 87103 (505) 766-7200

NEW YORK

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		Mr. Virgil Hodges NY State Dept. of Labor State Office Bldg. Campus #12 Albany, NY 12240
		Mr. John Curtin NY State Dept. of Labor State Office Bldg. Campus Albany, NY 12240
Albany City	Hon. Erastus Corning, 2nd Mayor, City of Albany City Hall Albany, NY 12207 (518) 472-8900	Mr. Jack McEneny, Commissioner Human Resources Dept. City Hall - 4th Floor Albany, NY 12207 (518) 472-6322
Albany County	Mr. James Coyne, Jr. County Executive Albany County Courthouse Albany, NY 12207 (518) 472-8900	Mr. Al Pacer, Commissioner Albany Co. Emp. & Trng. Dept. Arcade Bldg. - 488 Broadway Albany, NY 12207 (518) 445-7499
Buffalo City	Hon. James D. Griffin Mayor, City of Buffalo 65 Niagara Square City Hall Buffalo, NY 14203 (716) 855-4044	Mr. Paul Shibley, Acting Dir. Division of Manpower Planning 703 Main Street Buffalo, NY 14203 (716) 855-4003
		Mr. David Echols Comm. of Human Resources 703 Main St. - Rm. 1701 Buffalo, NY 14203 (716) 855-4044
		Mr. Herbert Berry, Chairman Buffalo Area Chamber of Comm. Manpower Advisory Council 238 Main Street Buffalo, NY 14202

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Chautauqua County	Mr. Joseph Gerace, Co. Exec. Chautauqua County County Office Building Mayville, NY 14757 (716) 753-7111	Mr. Charles McDonnell CETA Administrator Chautauqua Co. Office Bldg. Jamestown, NY 14757 (716) 664-9814
Chemung County	Dr. Morris E. Blostein Chemung County 203-205 Lake Street Elmira, NY 14901 (607) 737-2912	Ms. Elaine Landon Chemung County 203-205 Lake Street Elmira, NY 14901 (607) 737-2912
Dutchess County	Mr. Edward Schueler County Executive Dutchess Co. Office Bldg. 22 Market St. Poughkeepsie, NY 12601 (914) 485-9861	Mr. Charles B. Back, Director Dutchess Co. Office Human Resources 297 Mill Street Poughkeepsie, NY 12601 (914) 485-4620
Erie County	Mr. Edward V. Regan Erie County Executive 95 Franklin Street Buffalo, NY 14202 (716) 846-8062	Miss Alice Law, Director Employment & Training Service Erie Co. Executive Building 95 Franklin Street Buffalo, NY 14202 (716) 846-8870
Nassau County	Mr. Francis T. Purcell Nassau Co. Executive Bldg. #1 West Street Mineola, NY 11501 (516) 535-3131	Mr. Russell Service, Comm. Nassau Co. Emp. & Training 175 Fulton Avenue Hempstead, NY 11550 (516) 538-8000

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		Mr. Thomas McEnery Assistant Commissioner Dept. of Employment 220 Church Street - Rm. 1228-B New York, NY 10013 (212) 433-2018
		Mr. Don Menzi, Executive Director Manpower Planning Council 250 Church Street - Rm. 610 New York, NY 10013 (212) 553-6084
		Mr. Harry Vega Comm. Services Admin. 26 Federal Plaza New York, NY 10007
Niagara County	Mr. Russell C. Parker Niagara Co. Legislature Court House Lockport, NY 14094 (716) 433-5937	Mr. Louis Scozzafava CETA Administrator Niagara Co. Courthouse Lockport, NY 14094 (716) 434-9191
Oneida County	Mr. William Bryant Oneida County Exec. 800 Park Avenue Utica, NY 13502 (315) 798-5908	Mr. Peter F. Mannella Oneida County 800 Park Avenue Utica, NY 13502 (315) 798-5908
Onondaga County	Mr. John H. Mulroy Onondaga County Exec. 600 South State Street Syracuse, NY 13202 (315) 477-7634	Dr. Michael Nauer Onondaga Co. Civic Center 421 Montgomery Street Syracuse, NY 13202 (315) 425-2250
Orange County	Mr. Louis Heimbach Orange Co. Executive County Office Bldg. Goshen, NY 10924 (914) 294-5151	Ms. June Cook, CETA Director Orange Co., Emp. & Trng. Admin. 255 Greenwich Ave. Goshen, NY 10924 (914) 294-8146

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Rensselaer County	Mr. William J. Murphy Rensselaer County Exec. County Court House Troy, NY 12180	Mr. Joseph F. Mancinelli Commissioner, Rensselaer Co. 8 Winter Street Troy, NY 12180
Rochester City	Mr. Elisha Freedman City Manager 30 Broad Street Rochester, NY 14614 (716) 428-7000	Mr. Robert Whiting CETA Administrator 75 West Monroe Avenue Rochester, NY 14614 (716) 428-7385
Monroe County	Mr. Lucien A. Morin County Manager 39 Main Street West Rochester, NY 14614 (716) 428-7200 x608	Mr. Toby Hayes CETA Admin. - Monroe County 39 Main Street West Rochester, NY 14614 (716) 428-5147
Rockland County	Mr. Samuel Colman Rockland Co. Legislature 11 New Hempstead Rd. New City, NY 10956 (914) 638-0500	Mr. Michael Condello Rockland Co. Health Center Building C Pomona, NY 14614 (914) 354-0200 x 2691
Saratoga County	Mr. Paul F. Brown Saratoga Co. Bd. of Suprs. 40 McMaster St. Ballston Spa, NY 12020 (518) 885-5381	Mr. Charles Romeyn, Mnpr. Dir. Saratoga County 40 Church Ave. Ballston Spa, NY 12020 (518) 855-1757
Schenectady County	Mr. Harry Mason, Act. Co.Mgr. Schenectady County 620 State Street Schenectady, NY 12305 (518) 377-3655	Mr. Paul Gunn Schenectady County 240 Broadway - EOC Bldg. Schenectady, NY 12305 (518) 382-3561
St. Lawrence County	Mr. Bennett Abrams, Chairman St. Lawrence Co. Bd. of Legis. Court House Building Canton, NY 13617 (315) 379-2291	Mr. Carlton Doane, CETA Dir. St. Lawrence Co. Emp. & Trng. Dept. Outer Main Street Canton, NY 13617 (315) 379-2246

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		Mr. William Grolli Suffolk Co. Dept. of Labor Veterans Memorial Highway Hauppauge, NY 11787
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Syracuse City	Hon. Lee Alexander Mayor, City of Syracuse 217 City Hall Syracuse, NY 13202 (315) 473-6605	Mr. Michael Tierney City of Syracuse - City Hall 217 City Hall Syracuse, NY 13202 (315) 473-5690
Ulster County	Mr. Louis M. Klein Ulster County Office Bldg. Kingston, NY 12401 (914) 331-9300 x305	Ms. Eleanor Bert, Coord. Ulster County Office Bldg. 300 Flatbush Avenue Kingston, NY 13202 (914) 388-7970
Westchester County	Mr. Alfred Del Bello Westchester Co. Office Bldg. White Plains, NY 10601 (914) 949-1300	Mr. Keith Drake Westchester Co. Office Bldg. White Plains, NY 10601 (914) 682-2890
Yonkers City	Mr. Pat Ravo, City Manager City of Yonkers City Hall Yonkers, NY 10701	Ms. Gail Simon, Manager Manpower Operations City Hall - 4th Floor Yonkers, NY 10701

NORTH CAROLINA

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Balance of State	Harvey M. Lincoln, Director Division of Community Employment P. O. Box 1350 Raleigh, NC 27602 (919) 733-7026 Howard N. Lee Secretary, Natural Resources & Community Development P. O. Box 27687 Raleigh, N.C. 27611 (919) 733-4984	Ms. Linda Jacobs Administrative Assistant Division of Community Employment P. O. Box 1350 Raleigh, N.C. 27602 (919) 733-7026
Buncombe County	R. Curtis Ratcliff, Chairman Buncombe Co. Board of Commissioners Buncombe County Courthouse P.O. Box 7435 Asheville, N.C. 28807 (704) 255-5533	Lawrence Gilliam Manpower Planner Buncombe County Board of Commissioners Buncombe County Courthouse P.O. Box 7435 Asheville, NC 28807 (704) 255-5151
City of Charlotte	Honorable Kenneth R. Harris Mayor of Charlotte City of Charlotte City Hall, Room 200 600 E. Trade Street Charlotte, NC 28202 (704) 374-2244	Robert Person, Jr. Manpower Director, City of Charlotte 401 E. Second Street AME Zion Bldg. Charlotte, N.C. 28202 Wylie L. Williams Asst. City Manager City of Charlotte City Hall Room 200 600 East Trade St. Charlotte, NC 28202 (704) 374-2244

NORTH CAROLINA

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City of Winston-Salem	Honorable Wayne A. Corpening Mayor of Winston-Salem City of Winston-Salem P. O. Box 2511 Winston-Salem, NC 27101 (919) 727-2058	Ms. Nellie Jones Director, Dept. of Human Services City of Winston-Salem NC National Bank Bldg. Suite 522 Winston-Salem, NC 27107 (919) 727-2886
Cumberland County	Billy D. Horne Chairman, Cumberland Co. Board of Commissioners P.O.Drawer 1829 Fayetteville, NC 28302 (919) 483-8131	Norris D. McGinnis Manpower Coordinator Cumberland County P.O. Drawer 1829 Fayetteville, NC 28302 (919) 483-8131
Durham-Orange Manpower Consortium	City Manager, Durham-Orange Employment & Training Consortium City Hall PO Box 667 Durham, NC 27702 (919) 688-1358	L.G. Holleman, Director Durham-Orange Employment & Training Consortium 212 North Mangum Street P.O. Box 667 Durham, NC 27702 (919) 683-1576
Gaston County	David G. Hunscher County Manager, Gaston Co. P.O. Box 1578 Gastonia, NC 28052 (704) 865-6411, x200	Wayne Daves Manpower Planner Gaston County P.O. Box 1578 Gastonia, NC 28052 (704) 865-6411, x245

NORTH CAROLINA

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Onslow Co. Board of Commissioners	Ormond Barbee, Chairman Onslow Co. Board of Commissioners 107 New Bridge Street Jacksonville, NC 28540 (919) 347-4717	Kenneth Floan Manpower Director Onslow Co. Manpower Planning Office Room 5 - 617 College Street Jacksonville, NC 28540 (919) 455-5936
Wake County Board of Commissioners	Vassar P. Shearon, Chairman Wake County Board of Commissioners P. O. Box 550 Raleigh, NC 27602 (919) 755-6260	Charles T. Trent Manpower Director Wake County Board of Commissioners P. O. Box 550 Raleigh, NC 27602 (919) 755-6260
Davidson County Board of Commissioners	Robert Hedrick, Jr. Chairman, Davidson Co. Board of Comm. P.O. Box 1067 Lexington, NC 27292 (704) 249-0958	Ms. Pat LeClair Director, Davidson County Manpower Dept. P.O. Box 1067 Lexington, NC 27292 (704) 249-0193

NORTH DAKOTA

Prime Sponsor	Chief Elected Official	CETA Administrator
Region VIII	Honorable Arthur Link Governor of North Dakota State Capitol Bldg. Bismarck, N. D. 58505	Mr. Keith Engbrecht CETA Administrator Route 1 Bismarck, N.D. 58501 (701) 224-2790

OHIO

Prime Sponsor	Chief Elected Official	CETA Administrator
Akron-Tri-County Manpower Consortium	Hon. John S. Ballard Mayor of Akron City Hall Akron, Ohio 44308 (216) 375-2345	Alan Sommers Manpower Director Manpower Division 306 Quaker Square Akron, Ohio 44308 (216) 375-2912
Allen County	John A. Coplen President Allen County Commissioners P.O. Box 1243 Court House Lima, Ohio 45801 (419) 229-9015	James R. Poulston Director Allen County Employment & Training Office 616 North Main Lima, Ohio 45801 (419) 224-2378 or 225-8066 229-7936
Butler County	Donald G. Schimmer President Board of County Commissioners 130 High Street Hamilton, Ohio 45011 (513) 867-5800	Keith R. Hyde Director Butler County 130 High Street Hamilton, Ohio 45011 (513) 867-5833
Canton-Stark-Wayne Manpower Consortium	Hon. Stanley A. Quich Mayor of Canton City Hall Building 218 Cleveland Ave., S.W. Canton, Ohio 44702 (216) 455-8951 x 284	John Kelleher Area Manpower Director City Hall Building 529 Walnut N.E. Canton, Ohio 44702 (216) 455-7121
Central Ohio Rural Consortium	Donald D. Hill President Licking County Board of Commissioners Licking County Court House Newark, Ohio 43055 (614) 345-0055	Greg Wince Director Central Ohio Rural ETA 33 West Main Street, Room 207 Newark, Ohio 43055 (614) 345-9707
City of Cincinnati	William V. Donaldson City Manager City Hall 801 Plum Street Cincinnati, Ohio 45202 (513) 352-4711	Henry Christmon Director Manpower Services Division 801 Linn Street Room 201 Cincinnati, Ohio 45502 (513) 352-4711

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Clermont-Warren Consortium	Timothy S. Hogan County Commissioner Clerment County Board of Commissioners 50 Market Street Batavia, Ohio 45103 (513) 732-7300	George Naglich Executive Director P.O. Box 334 Batavia, Ohio 45103 (513) 732-7131 or 7138
Cleveland Area Western Reserve Manpower Consortium	Hon. Dennis J. Kucinich Mayor of Cleveland City Hall 601 Lakeside Ave. Cleveland, Ohio 44114 (216) 694-2000	Isabelle Hendricks Director Department of Human Resources and Economic Development City of Cleveland 1501 Euclid Ave., Floor 8 Cleveland, Ohio 44115 (216) 694-2400
Columbus-Franklin County Consortium	Hon. Thomas Moody Mayor of Columbus 90 West Broad Street Columbus, Ohio 43215 (614) 461-5671	Odella T. Welch Director Department of Community Services - Room 150 90 West Broad Street Columbus, Ohio 43215 (614) 222-8350
Greene County Board of Commissioners	James J. Cain President Board of County Commissioners 69 Greene Street County Office Building Xenia, Ohio 45385 (513) 372-4461 x 321	Dean Carlson Green County CETA Admin. 69 Greene Street County Office Building Xenia, Ohio 45385 (513) 372-4461 x 325
Hamilton County	Robert A. Wood President Board of County Commissioners Hamilton County Court House Room 224 Cincinnati, Ohio 45202 (513) 632-8222	Louis H. Doerman Asst. County Administrator 432 Temple Bar Building 138 East Court Street Cincinnati, Ohio 45202 (513) 632-8204, 05 or 632-8851, 52, 53

Prime Sponsor	Chief Elected Official	CETA Administrator
Lake Erie Consortium	Mr. Robert E. Martin President, Lake County Comm. Acting Director, Lake Erie Csrt. Nolan Building 105 Main Street Painesville, Ohio 44077 (216) 352-6281	Mr. Art Iacofano Administrative Aide Lake Erie Consortium 105 Main Street Painesville, Ohio 44077 (216) 352-6281 x 351
Lorain County Administrators	Jeresmo J. Keron President Board of County Administrators County Administration Building Elyria, Ohio 43055	Leonard Reichlin CETA Director County Administration Bldg. Elyria, Ohio 44035 (216) 323-5776
Miami Valley Manpower Consortium	Edwin S. Brubaker President Miami Valley Manpower Consortium 40 South Main Street Dayton, Ohio 45402	Thomas L. Gaston Executive Director Miami Valley Manpower Consortium 40 South Main Street Dayton, Ohio 45402 (513) 223-4080
Northeastern Ohio Employment & Training Consortium	John Palermo Mahoning County Commissioner 900 Wick Building 34 Federal Plaza West Youngstown, Ohio 44503 (216) 744-0116	Robert Zook, Director Administrative Services 900 Wick Building 34 Federal Plaza West Youngstown, Ohio 44503 (216) 744-0118
Portage County CETA Program	Jack F. Fowler President Portage County Commissioners Portage County Court House 203 West Main Street Ravenna, Ohio 44266	Maureen Frederick Administrator, Allen County Employment and Training Office Portage County Board of Comm. 449 South Meridian Street Ravenna, Ohio 44266 (216) 297-5741
Richland-Morrow Consortium	Richard McFarland President Richland County Board of Commissioners 50 Park Avenue, East Mansfield, Ohio 44902 (419) 524-4004 x225	Dr. Henry Hixson CETA Administrator Richland-Morrow ETA 417 Stewart Towers 13 Park Avenue, West Mansfield, Ohio 44902 (419) 524-2382

OHIO

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State of Ohio	Elected Official: Honorable James A. Rhodes Governor, State of Ohio State House Broad & High Streets Columbus, Ohio 43215 (614) 466-3526	Mr. Ned Dunn Manpower Administrator Office of Manpower Devel. Ohio Dept. of Administrative Services - 27th Floor 30 East Broad Street Columbus, Ohio 43215 (614) 466-8806, 6788 Arthur Humphries Special Governor's Grant Ohio Department of Adminis. Services - 29th Floor 30 East Broad Street Columbus, Ohio 43215

OKLAHOMA

Prime Sponsor	Chief Elected Official	CETA Administrator
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Oklahoma City	Oklahoma County Board of County Commissioners Room 119, County Office Bldg. Oklahoma City, OK 73102	Eddie Wood, Director of Plan. Oklahoma County Room 404, County Office Bldg. Oklahoma City, OK 73102 (405) 236-2727
Lawton	Comanche County Board of County Commissioners County Courthouse, Room 303 Lawton, OK 73501	Harry Garrett Board of County Comm. County Courthouse, Room 303 Lawton, OK 73501 (405) 248-5123
Norman	Cleveland County Board of County Commissioners 220 North Peters Street Norman, OK 73069	Gene Waller, Director Cleveland County Board of County Commissioners 220 North Peters Street Norman, OK 73069 (405) 329-6079
	City of Oklahoma City Consortium 200 North Walker Oklahoma City, OK 73102 (F.R. - Ralph Canales)	Roosevelt Turner, Director Human Resources Dept. -DECA 315 North Hudson Oklahoma City, OK 73102 (405) 231-2445
	City of Tulsa Consortium 200 Civic Center Tulsa, OK 74103 (F.R. - Blanche Huneycutt)	*John W. Scott, Director Tulsa Manpower Area Plan. Coun. 200 Civic Center Tulsa, OK 74103 (918) 581-5336

OREGON

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Balance of State		Mr. Donald E. Stiffler Administrator Manpower Planning Division Executive Department 240 Cottage Street, SE Salem, OR 97310 (503) 378-4416
City of Portland		Mr. W. Philip McLaurin Acting Director Training and Employment Div. City of Portland 522 SW Fifth Avenue Eighth Floor Portland, OR 97204 (503) 248-4710
Clackamas County		Mr. Dellimer C. Smith Director, Clackamas County Employment & Training Agency P.O. Box 215 Marylhurst, OR 97036 (503) 635-4591
Jackson County (in consortium with Josephine County)		Mr. James Brickley Executive Director Jackson/Josephine Job Council 123 West 10th Street Suite 5 Medford, OR 97501 (503) 779-9303
Lane County		Mr. Robert E. Whittaker Director, Community Health & Social Services Dept. 125 East Eighth Avenue North Plaza Eugene, OR 97401 (503) 687-4035
Mid-Willamette Valley Manpower Consortium		Mr. Patrick Moore, Director Mid-Willamette Valley Manpower Consortium 547 Court Street, NE Salem, OR 97301 (503) 588-6187

OREGON

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PENNSYLVANIA

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Allegheny County	Mr. Jim Flaherty, Chairman Allegheny County Commiss. Room 101, Courthouse Pittsburgh, Pa. 15219 (412) 355-5303	Mr. Robert W. Sams, Director Allegheny County Dept. of Manpower 1500 Allegheny Bldg. Pittsburgh, PA 15219 (412) 355-5204 or 5205
Beaver County	Mr. Eli Corak, Chairman Beaver County Board of Commissioners Courthouse Beaver, PA 15009 (412) 774-5000	Mr. Robert P. Zapsic, Manpower Coordinator Beaver County Manpower Serv. Courthouse Beaver, PA 15009 (412) 728-2020
Berks County	Mr. Donald W. Bagenstose, Chairman Berks Co. Board of Comm. 124 South 5th St. Reading, PA 19602 (215) 375-6121	Mr. Joseph N. Combs, Director Berks County Employment & Training Office 124 South 5th Street Reading, PA 19602 (215) 374-4801
Bucks County	Mr. George M. Metzger Chairman Bucks County Board of Commissioners Courthouse Doylestown, PA 18901 (215) 348-2911, x283	Mr. Albert Ferber, Director Office of Manpower Planning County Adminis. Bldg. Doylestown, PA 18901 (215) 348-2911, x292 NOTE: Send all RFIs & CPLs to Mr. G. Roger Bowers County Commissioners Bucks County Administration Bldg. Doylestown, PA 18901
Centre County	Mr. John T. Saylor, Chairman Centre County Commissioners Courthouse Bellefonte, PA 16823 (814) 355-5521	Mrs. Sylvia Lee Community Serv. Office Centre Community Hospital 2nd Floor-Willowbank Unit Bellefonte, PA 16823 (814) 355-3195

PENNSLYVANIA

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Delaware County	Mr. Charles C. Keeler Chairman Delaware County Council Courthouse Media, PA 19063 (215) 891-2221	Mr. Frederick T. Martin, Executive Director Delaware Co. Manpower Office 610 E. Baltimore Pike Media, PA 19063 (215) 891-2192
City of Erie	Honorable Louis J. Tullio Mayor of Erie Erie, PA 16501 (814) 456-8561, x200	Mr. Pasquale Bruno,III Director Office of Manpower Services Municipal Bldg. - Room 509 626 State Street Erie, PA 16501 (814) 456-8851, x336 or 337
Erie County	Mr. Michael J. Flatley Chairman Commissioners of Erie County Courthouse Erie, PA 16501 (814) 456-8851	Mr. Thomas Schneider, Director Erie Co. Dept. of Employ. & Training Courthouse, First Floor Erie, PA 16501 (814) 456-8851, x336 or 337
Fayette County	Mr. Fred L. Lebder, Chairman Fayette Co. Commissioners Courthouse Uniontown, PA 15401 (412) 437-4525	Mr. William Schiffbauer Executive Director Fayette Co. Employment & Training Agency 18 No. Beeson Blvd. Professional Bldg -Suite 110 Uniontown, Pa. 15401 (412) 437-7995

PENNSYLVANIA

Prime Sponsor	Chief Elected Official	CETA Administrator
Franklin County	Mr. Paul W. Bricker Chairman Franklin County Commissioners Courthouse Chambersburg, PA 17201 (717) 264-4125, x30	Mr. Lynn Ramsey, Director Manpower Planning Franklin Farm Lane Chambersburg, PA 17201 (717) 263-9413
Lawrence County	Mr. Frank A. Vitril Commissioner Commissioners of Lawrence Co. Courthouse, Court St. New Castle, PA 16101 (412) 658-2541, x78	Ms. Paula Smulick, Acting Director Lawrence County Office of Manpower Courthouse New Castle, PA 16101 (412) 652-0463
Lehigh Valley Manpower Program Consortium (Lehigh & Northampton Counties also Admin. Allentown Program)	Mr. Martin J. Bechtel, Chairman Executive Committee Lehigh Valley Manpower Programs ABE Administration Bldg. Allentown, PA 18103 (215) 264-4505	Mr.John Kachmar, Manpower Dir. Lehigh Valley Manpower Dir. ABE Administration Bldg. Allentown, PA 18103 (215) 264-4505
Mercer County Consortium (Co. of Clarion, Crawford, Forest, Mercer, Venango, & Warren)	Mr. Frank L. Swogger, Chairman Mercer Co. Commissioners Mercer Co. Manpower Consortium Courthouse Mercer, PA 16137 (412) 662-3800	Mrs. Gloria Miller, Director Mercer County Consortium Services, Inc. P.O. Box 402 Meadville, PA 16335 (814) 724-8100
Montgomery Co.	Mr. A. Russell Parkhouse, Chairman Montgomery Co. Commissioners Courthouse Airy and Swede Streets Norristown, PA 19404 (215) 275-5000, x202	Mr. Joseph Strigle, Jr. Director Manpower Planning Courthouse Airy & Swede Streets Norristown, PA 19404 (215) 275-5000, x503, 504

PENNSYLVANIA

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Northumberland Co.	Dr. George A. Deitrick, Acting Chairman Commissioners of Northumberland County Courthouse Sunbury, PA 17801 (717) 286-7721	Mr. Stephen Koschoff, Executive Director Office of Emergency Employ. Courthouse - 2nd & Market Sts. Sunbury, PA 17801 (717) 286-7721
Luzerne County	Mr. Francis P. Crossin Chairman Luzerne County Board of Commissioners Courthouse Wilkes-Barre, PA 18711 (717) 823-6161	Mr. James Loftus, Executive Director Luzerne Co. Human Resources Development Department 100 South Penn. Blvd. Wilkes- Barre, PA 18701 (717) 822-1101
Lackawanna County	Mr. Charles Luger, Chairman Lackawanna Co. Board of Commissioners 200 Adams Avenue Scranton, PA 18503 (717) 961-6800	Mr. Fred F. Lettieri Executive Director Scranton-Lackawanna Human Development Agency, Inc. 200 Adams Avenue Scranton, PA 18503 (717) 961-6836
Lancaster-Lebanon Co. Consortium	Mr. Jack F. Tracy, Chairman Lancaster County Commissioners 18 South Duke St. Lancaster, PA 17602 (717) 397-8201	Mr. Sidney Ravegum, Executive Director Lancaster-Lebanon Manpower Development Consortium 18 South Duke Street Lancaster, PA 17602 (717) 299-3297
Lycoming-Clinton Co. Consortium	Mr. Robert W. Beiter, Chairman Lycoming County Commissioners Lycoming-Clinton Counties Cons. 48 West Third St. Williamsport, PA 17701 (717) 323-9811	Mr. Michael J. Wilt Manpower Administrator Lycoming-Clinton Co. Consortium Lycoming County Courthouse 48 West Third St. Williamsport, PA 17701 (717) 323-9811, x314

PENNSYLVANIA

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City of Pittsburgh	Hon. Richard S. Caliguiri Mayor of Pittsburgh Pittsburgh, PA 15219 (412) 255-2626	Ms. Melanie J. Smith Manpower Planning Director 518 City-County Bldg. Pittsburgh, PA 15219 (412) 255-2696
City of Philadelphia	Honorable Frank L. Rizzo Mayor of Philadelphia Philadelphia, PA 19107 (215) MU6-3955	Mr. Hugh Ferguson, Exe. Dir. Area Manpower Planning Council Penn Square Bldg. 7th Floor 1317 Filbert Street Philadelphia, PA 19107 (215) MU6-2102/3
Commonwealth of PA. (Title I, Balance of State)	Honorable Paul J. Smith Secretary of Labor & Inds. Commonwealth of PA. 1700 Labor and Industry Bldg. Harrisburg, PA 17121 (717) 787-8010	Mr. James Wittle, Executive Secretary State Manpower Planning Council 1700 Labor and Industry Bldg. Harrisburg, PA 17121 (717) 787-8010
Commonwealth of PA. (Titles II & VI)	Honorable James N. Wade Secretary of Administration Governor's Office of Admin. Main Capitol Bldg. Room 425 Harrisburg, PA 17120 (717) 787-5440	Mr. Charles T. Sciotto Room 518 Finance Bldg. Harrisburg, PA 17120 (717) 787-5917
Susquehanna Employ. & Training Corp. (SETCO) (Counties of Cumberland, Dauphin, & Perry, City of Harrisburg, Borough of Carlisle)	Mr. Terry K. Wimmer, Exe. Dir. Susquehanna Employment & Training Corp. Shore Drive Office Bldg. #3 2001 North Front Street Harrisburg, PA 17102 (717) 236-7931	Mr. Nelson A. Punt, Comm. Susquehanna Employ. & Training Corp. (SETCO) Shore Drive Office Bldg. #3 2001 North Front Street Harrisburg, PA 17102 (717) 236-7931
Tri-County Manpower Administration Con. (Co. of Butler, Armstrong, & Indiana)	Mr. Leon Gant, Jr. Chairman of Exe. Board Tri-Co. Manpower Admin. Butler County Commissioners Courthouse Butler, PA 16001 (412) 282-4700	Mr. John Zatalava, Director Tri-County Manpwer Admin. Office 344 North McKean Street Butler, PA 16001 (412) 282-4700

PENNSYLVANIA

Prime Sponsor	Chief Elected Official	CETA Administrator
Washington County	Mr. Malcolm L. Morgan Chairman, Washington Co. Board of Commissioners Washington County Courthouse Washington, PA 15301 (412) 228-0910	Mr. John Fantini, Manpower Director Washington County Office of Employment & Training 28 East Maiden Street Washington, PA 15301 (412) 228-0910
Southern Alleghenies Planning & Develop. Commission Consortium (Co. of Bedford, Blair, Cambria, Fulton, Hundington & Somerset)	Mr. Winston R. Chesney, Pr. Executive Board of Directors Southern Alleghenies Planning and Development Commission 1506 11th Avenue Altoona, PA 16601 (814) 946-1641	Mr. Stephen Mandes, Exe. Dir. Southern Alleghenies Planning and Development Commission S. Alleghenies Plaza 1506 11th Avenue Altoona, PA 16601 (814) 946-1673
Commonwealth of Pennsylvania (Special Governor's Grant)	Honorable James N. Wade Secretary of Administration Governor's Office of Admin. Main Capitol Bldg. Room 425 Harrisburg, PA 17120 (717) 783-8448	CC's of All Mail Sent Here: Mr. Harry Seylor, Chief, Office of Federal Programs Room 925, Health and Welfare Bldg. Harrisburg, PA 17120 (717) 783-2060
Schuylkill-Carbon Agency for Manpower Consortium (Co. of Schuylkill-Carbon)	Mr. Albert J. Koch, Chairman Executive Board Schuylkill-Carbon Agency for Manpower 433 South Center Street Pottsville, PA 17901 (717) 628-5215	Mr. Frank Milewski, Exe. Dir. Schuylkill-Carbon Agency for Manpower 433 S. Center Street Pottsville, PA 17901 (717) 628-5215
City of Scranton	Honorable Eugene J. Peters Mayor of Scranton Scranton, PA 18503 (717)348-4100 NOTE: ALL MAIL THAT WOULD NORMALLY BE ADDRESSED TO THE MAYOR OF SCRANTON SHOULD GO TO FOLLOWING ADDRESS: Mr. Gaynor Cawley, CETA Administrator City Hall, 340 No. Washington Avenue Scranton, PA 18503 (717) 348-4159	Mr. Warren Davis, CETA Office City Hall 340 N. Washington Avenue Scranton, PA 18503 (717) 348-4159

PENNSYLVANIA

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Westmoreland County	Mr. Ted Simon, Chairman Westmoreland Co. Commiss. Courthouse Annex Greensburg, PA 15601 (412) 834-2191, x225	Mr. Carl J. Bartolomucci Westmoreland Co. Office of Manpower 101 North Main St. Greensburg, PA 15601 (412) 836-3021
York County	Mr. Carroll H. Leppo, Chairman, York County Comm. Courthouse 28 East Market St. York, PA 17401 (717) 848-3301	Mr. Richard W. Herbst, Director Office of Employment & Train. 118 Pleasant Acres Road York, PA 17402 (717) 755-0925

RHODE ISLAND

Prime Sponsor	Chief Elected Official	CETA Administrator
State of Rhode Island		Mr. Vincent Marzullo Assistant Director Dept. of Economic Development Div. of Job Development & Training 5 Cathedral Square - 1st Floor Providence, R.I. 02903 277-2598
City of Providence		Mr. Richard Torchia Director CETA Administration 40 Fountain Street Providence, Rhode Island 02903 861-0800

SOUTH CAROLINA

Prime Sponsor	Chief Elected Official	CETA Administrator
State of S. Carolina	Honorable James B. Edwards Governor of South Carolina The State House P.O. Box 11450 Columbia, S.C. 29211 (803) 758-3261, 3515, 2291, or 758-2866	Charles T. Minshew Director, Manpower Div. Office of the Governor State of South Carolina 1800 St. Julian Place Columbia, S.C. 29204 (803) 758-2771 L. Roger Kirk, Jr. Chairman, State Manpower Planning Council P.O. Box 11450 Columbia, S. C. 29211

SOUTH DAKOTA

Prime Sponsor	Chief Elected Official	CETA Administrator
Region VIII	Honorable Richard Kneip Governor of South Dakota State Capitol Building Pierre, South Dakota 57501	Mr. Dennis Finch Secretary, Dept. of Labor Capitol Lake Plaza Pierre, S.D. 57501 (605) 224-3101

TENNESSEE

Prime Sponsor	Chief Elected Official	CETA Administrator
Balance of State	J. D. Wallace, Commissioner Department of Employment Security 500 Cordell Hull Building Nashville, TN 37219 (615) 741-2131	Mr. Paul B. Lamberth Executive Director Manpower Division Room 354, Cordell Hull Bldg. Nashville, TN 37219 (615) 741-3255
City of Chattanooga	Mayor Charles A. Rose City of Chattanooga City Hall -E. Eleventh St. Chattanooga, TN 37402 (615) 757-5152	Frank Orend City of Chattanooga City Hall Annex E. Eleventh Street Chattanooga, TN 37402 (615) 757-5380
City of Memphis/Shelby Manpower Consortium	Mayor Wyeth Chandler City of Memphis Memphis-Shelby Manpower Consortium Room 308 125 N. Main St. Memphis, TN 38103 (901) 528-2800	Robert G. Atkins Memphis-Shelby Manpower Consortium Human Services Division City Hall - Room 420 Memphis, TN 38103 (901) 528-2678
Hamilton County	Judge Don Moore Hamilton County 201 Courthouse Chattanooga, TN 37402 (615) 757-2496	Don Loftis Hamilton County 605 Cherry Street Chattanooga, TN 37402 (615) 757-2480
		Dalton Roberts Hamilton County 605 Cherry Street Chattanooga, TN 37402 (615) 757-2480
Knoxville/Knox County Manpower Consortium	Mayor Randell L. Tyree City of Knoxville Knoxville/Knox Co. Manpower Consortium City Hall - City Hall Park Knoxville, TN 37902 (615) 546-3351	L. T. Ross Knoxville, Knox County Manpower Consortium City Hall - City Hall Park Knoxville, TN 37902 (615) 546-3500
	Honorable C. H. Bozeman Judge Knox Co., Knox Co. Courthouse Knoxville, TN 37902	

TENNESSEE

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Metropolitan Government of Nashville/Davidson Co.	Mayor Richard H. Fulton Metro. Government of Nashville/Davidson Co. 107 Metropolitan Courthouse Nashville, TN 37201 (615) 259-6047	Patrick A. Colley Metro. Government of Nashville/Davidson Co. 107 Metropolitan Courthouse Nashville, TN 37201 (615) 259-6101
Sullivan County	Judge Lon V. Boyd Sullivan County P. O. Box 155 Blountville, TN 37617 (615) 323-7135	C. Edwin Williams Sullivan County P. O. Box 155 Blountville, TN 37617 (615) 323-7135

TEXAS

Prime Sponsor	Chief Elected Official	CETA Administrator
Balance of State	Honorable Dolph Briscoe Governor of Texas State Capitol Austin, Texas 78711	L. C. Harris, III Texas Dept. of Community Affairs P.O. Box 12397, Capitol Stat. Austin, Texas 78711 (512) 475-6216
		Charles D. Travis Attn: Howard Richie Human Resource Section Governor's Div. of Planning-Coordination Executive Office Bldg. 411 West 13th Street Austin, Texas 78701 (512) 475-6173
Laredo	Webb County Commissioners Court P. O. Box 719 Laredo, Texas 78040	Horacio Acevedo, Exe. Dir. Laredo Municipal Airport, Bldg. 979, P.O. Box 1757 Laredo, Texas 78041 (512) 724-4101
Brownsville	Cameron County P.O. Box 431 Brownsville, Texas 78520	Honorable R. A. Ramon Judge, Cameron Co. County Courthouse Brownsville, Texas 78520 (512) 546-2533
		John Baron, Director Cameron County Manpower Programs 1156 E. Elizabeth-Third Floor Brownsville, Texas 78520 (512) 542-0033
Dallas	City of Dallas 2014 Main Stteet Dallas, Texas 75201	George Schrader, City Manager City of Dallas 2014 Main Street Dallas, Texas 75201 (214) 748-9711, x283
		Aaron Black, Manpower Coor. 500 South Ervay St.,Suite 641-A Dallas, Texas 75201 (214) 748-9711, x1612

TEXAS

Prime Sponsor	Chief Elected Official	CETA Administrator
Galveston	Galveston County Courthouse, Second Floor Galveston, Texas 77550	Stacey Bender, E&T Director Glaveston County ETA 816 Kempner, Suite 12 Galveston, Texas 77550 (713) 762-3951
Houston	Harris County Family Law Center 1115 Congress Houston, Texas 77002	Jack Fassetta, Manpower Dir. Harris County Manpower Plan. Office 201 Main Street, Suite 600 Houston, Texas 77002 (713) 228-0231
	City of Houston Office of the Mayor Manpower Programs Division Houston, Texas 77002	Johnny Brown, Director City of Houston CETA Programs Division 1010 Louisiana - Suite 808 Houston, Texas 77002 (713) 222-5147
Fort Worth	County of Tarrant Tarrant County Courthouse 100 West Weatherford Fort Worth, Texas 76102	R. C. Popplewell, Director Personnel & Manpower Adminis. Tarrant County Courthouse 100 W. Weatherford Fort Worth, Texas 76102 (817) 334-1187
Lubbock	City of Lubbock City Hall - P.O. Box 2000 Lubbock, Texas 79457	Ann Brownlow, CETA Director South Plains Assoc. of Governments 1611 Avenue M Lubbock, Texas 79401 (806) 762-8721
Consortia	County of Dallas Consortium 623 Records Building Dallas, Texas 75202	Jim Cooksey, Director Department of Planning, Research & Grants 623 Records Building Dallas, Texas 75202 (214) 749-6211

Prime Sponsor	Chief Elected Official	CETA Administrator
Consortia (cont)	Region XI CETA Consortium City of Waco Administrative Unit P.O. Box 1370 Waco, Texas 76703	Bill Roberts City of Waco P.O. Box 1370 Waco, Texas 76703 (817) 756-1411
	South East Texas Comprehensive Manpower Program P.O. Drawer 1387 Nederland, Texas 77627	Rodney Bradshaw, Acting Dir. South East Texas Comprehensive Manpower Program P.O. Drawer 1387 Nederland, Texas 77627 (713) 727-2384
	Capital Area Manpower Consortium Attention: James Miller P.O. Box 1088 Austin, Texas 78767	*Joe Liro Community Development Admin. P.O. Box 1088 Austin, Texas 78767 (512) 477-6511 x 691 Jacklyn Williams, Acting Dir. Manpower Training Division Capital Area Manpower Consortium City of Austin MTD - P.O. Box 1088 Austin, Texas 78767 (512) 477-6511 x 2709
	Coastal Bend Consortium P.O. Box 9277 Corpus Christi, Texas 78408	Ernest Briones, Director Planning & Urban Development City Hall - P.O. Box 9277 Corpus Christi, Texas 78408 (512) 884-3011 x 287 Juan Bosquez, Coordinator Coastal Bend CETA Office P.O. Box 9277 Corpus Christi, Texas 78408 (512) 884-6732 Honorable Jason Luby Mayor, City of Corpus Christi City Hall - P.O. Box 9277 Corpus Christi, Texas 78408 (512) 884-3011 x 290

TEXAS

Prime Sponsor	Chief Elected Official	CETA Administrator
Corsortia (cont)	Central Texas Manpower Consortium P.O. Box 729 Belton, Texas 76513	Billy Don Everett, Director Manpower Services P.O. Box 727 San Saba, Texas 76877 (915) 372-5136
	Texas Panhandle Employment & Training Alliance P.O. Box 9267 Amarillo, Texas 79105	Jim Wood, Director Employment and Training Panhandle Regional Planning Commission P.O. Box 9257 Amarillo, Texas 79105 (806) 372-3381
	Fort Worth Consortium's Employment & Training Programs 1000 Throckmorton Street Fort Worth, Texas 76102	Vernell Sturns, Asst. City Manager City of Fort Worth 1000 Throckmorton Street Fort Worth, Texas 76102 (817) 335-7211
		Richard Sapp, Director Employment & Training Programs City of Fort Worth 1000 Throckmorton Street Fort Worth, Texas 76102 (817) 335-7211 x 232
	County of Hidalgo Dept. of Community Affairs P.O. Box 1166 Edinburg, Texas 78539	Robert Adame, Director County of Hidalgo Dept. of Comm. Affairs P.O. Box 1166 Edinburg, Texas 78539 (512) 383-0181
	Alamo Manpower Consortium City of San Antonio P.O. Box 9066 San Antonio, Texas 78285	Gene Rodriquez, Interim Dir. Economic & Employment Development Department City of San Antonio P.O. Box 9066 San Antonio, Texas 78285 (512) 223-6891

TEXAS

Prime Sponsor	Chief Elected Official	CETA Administrator
Consortia (cont)	City and County of El Paso City Hall El Paso, Texas 79901	Mario Sanchez, Director Office of Manpower 1801 Wyoming Street El Paso, Texas 79902 (915) 591-2700
	North Texas State Planning Region Consortium 2101 Kemp Boulevard Wichita Falls, Texas 76309	Edwin B. Daniel, Ex. Dir. North Texas Regional Planning Commission 2101 Kemp Boulevard Wichita Falls, Texas 76309 (817) 322-5281
	Gulf Coast Manpower Consortium P.O. Box 22777 Houston, Texas 77027	Gulf Coast Manpower Consortium Houston-Galveston Area Council P.O. Box 22777 3701 W. Alabama Houston, Texas 77027 c/o Steve Howard, Manpower Manager (713) 627-3200
	West Central Texas Manpower Consortium 3349 North 12th Street P.O. Box 3195 Abilene, Texas 79604	Bradford Helbert, Manpower Program Director West Central Texas Council of Governments 3349 North 12th Street P.O. Box 3195 Abilene, Texas 79604 (915) 672-8544
		Bobbie T. Gallegher, Ex. Dir. West Central Texas Council of Governments 3349 North 12th Street P.O. Box 3195 Abilene, Texas 79604 (915) 672-8544

TEXAS

Prime Sponsor	Chief Elected Official	CETA Administrator
Consortia (cont)	East Texas CETA Consortium Fifth Floor, Citizens Bank Kilgore, Texas 75662	Don Edmonds, Ex. Dir. East Texas Manpower Consortium Allied Citizens Bank, Fifth Floor Kilgore, Texas 75662 (214) 984-8641
	Greater Pasadena Consortium City of Pasadena Administrative Unit P.O. Box 672 Pasadena, Texas 77501	Billy B. Storey, Personnel Officer City of Pasadena P.O. Box 672 Pasadena, Texas 77501 (713) 477-1511 x 395

UTAH

Prime Sponsor	Chief Elected Official	CETA Administrator
Region VIII	Honorable Scott Matheson Governor of Utah State Capitol Salt Lake City, Utah 84114	Mr. James Edwin Kee State Planning Office Room 118, Capitol Bldg. Salt Lake City, Utah 84114 (801) 533-5245 Mr. Allan Ayoub State of Utah, Office of Labor and Training 1331 South State St, Suite 300 Salt Lake City, Utah 84115 (801) 533-5321

VERMONT

Prime Sponsor	Chief Elected Official	CETA Administrator
Balance of State		Ms. Sandra D. Dragon Director Vermont CETA 79 River Street Montpelier, Vermont 05602 (802) 828-2744

VIRGINIA

Prime Sponsor	Chief Elected Official	CETA Administrator
City of Alexandria	Mr. Douglas Harman Alexandria City Manager 125 North Royal Street Alexandria, VA 22313 (703) 750-6518	Mr. Russel Owens CETA Director 125 North Royal Street Alexandria, VA 22313 (703) 750-6626
Arlington County	Mr. Joseph S. Wholey Chairman Arlington County Board 1400 N. Courthouse Road Arlington, VA 22201 (703) 558-2274	Mr. Gerald L. Gordon Manpower Administrator Department of Personnel 2100 N. 14th Street Arlington, VA 22201 (703) 558-2688
Fairfax County	Mr. Leonard Whorton Fairfax County Executive 4100 Chain Bridge Road Fairfax, VA 22030 (703) 691-2762	Mr. Michael Gilbert CETA Coordinator 4057 Chain Bridge Road Suite 301 - Law Building Fairfax, VA 22030 (703) 691-3221
Henrico-Chesterfield-Hanover CETA Consortium	Mr. William Dewhirst Acting County Manager Henrico Consortium P.O. Box 27032 Richmond, VA 23273 (804) 649-1461 x 206	Mr. Walter E. Coleman CETA Administrator Henrico-Chesterfield-Hanover Manpower Planning Council 5655 S. Laburnam Avenue Richmond, VA 23231 (804) 226-1941
Peninsula Office of Manpower Programs Consortium (Cities of Newport News, Hampton, Williamsburg, & Counties of York & James City, & Town of Poquoson)	Mr. O. Wendell White, Chairman Peninsula Office of Manpower Programs 2017 Cunningham Drive Hampton, VA 23666 (804) 838-5206	Mr. Paul Clancey, Director Peninsula Office of Manpower Programs 2017 Cunningham Drive Hampton, VA 23666 (804) 838-5206
Prince William County	Mr. Clinton B. Mullen Prince William County Exec. 9300 Lee Avenue Manassas, VA 22110 (703) 368-9171 x 236	Mr. Douglas Fonder Manpower Director Office of Manpower Programs 9300 Lee Avenue Manassas, VA 22110 (703) 368-9171 x 449

VIRGINIA

Prime Sponsor	Chief Elected Official	CETA Administrator
Richmond Area Manpower Planning System Consortium (City of Richmond & Counties of Charles City, Goochland, New Kent, & Powhatan)	Mr. William J. Leidinger City Manager Richmond Area Manpower Planning System 900 East Broad Street Richmond, VA 23219 (804) 780-5386	Mr. Ralph E. Leach Manpower Administrator Richmond Area Manpower Planning System 1113 W. Moore Street Richmond, VA 23220 (804) 780-8378
Southeastern Tidewater Area Manpower Authority Consortium (Cities of Norfolk, Chesapeake, Franklin, Portsmouth, Suffolk, Virginia Beach, & Counties of Isle of Wight & Southampton)	Mr. James Jennings Executive Director Southeastern Tidewater Area Manpower Planning Authority 16 Koger Executive Center Suite 101 Norfolk, VA 23502 (804) 461-3945	Mr. James Jennings Executive Director Southeastern Tidewater Area Manpower Planning Authority 16 Koger Executive Center Suite 101 Norfolk, VA 23502 (804) 461-3945
Roanoke Consortium (Cities of Roanoke, Salem, Clifton Forge, Covington, & Counties of Botetourt, Craig, Roanoke, & Alleghany)	Mr. Byron E. Haner, Chairman of the Policy Board & Roanoke City Manager Municipal Building-Room 354 215 W. Church Avenue Roanoke, VA 24011 (703) 981-2333	Mr. Thomas K. Rardin Manpower Administrator Roanoke Consortium for Manpower Services 2601 Franklin Road, SW Roanoke, VA 24014 (703) 982-2791
Commonwealth of Virginia (Special Grant to Governor)	Honorable Maurice B. Rowe Chairman, Virginia Manpower Services Council Office of the Governor Richmond, VA 23211 (804) 936-1201	Mr. George Scherer, Director Governor's Manpower Services Council Suite 202 - 11 S. 12th St. P.O. Box 1314 Richmond, VA 23211 (804) 786-3062
Commonwealth of Virginia (Titles II & VI, Balance of State)	Mr. Robert L. Masden Commissioner Virginia Employment Commission 703 E. Main Street Richmond, VA 23210 (804) 786- 3001	Mr. Thomas McKeon Associate Commissioner Virginia Employment Comm. CETA Central Office P.O. Box 1300 Richmond, VA 23210 (804) 770-4831

WASHINGTON

Prime Sponsor	Chief Elected Official	CETA Administrator
Balance of State		Mr. John Swannack Administrator Employment & Training Division Office of Comm. Development Room 208, General Admin. Bldg. Olympia, WA 98504 (206) 753-5250
City of Spokane (in consortium with Spokane County)		Mr. William Knowles Director Spokane City-County Employment & Training Consortium City Hall, Room 653 North 221 Wall Street Spokane, WA 99201 (509) 456-5501
City of Tacoma		Mr. Ray E. Corpuz, Jr. Director Comprehensive Employment Services Office City of Tacoma Professional Building, Rm. 301 705 S. 9th Tacoma, WA 98405 (206) 593-4870
Clark County		Mr. James Massey Administrator Clark County CETA P.O. Box 5000 Vancouver, WA 98663 (206) 699-2492
King-Snohomish Manpower Consortium		Mr. Lee Pasquarella Director King-Snohomish Manpower Consortium 1811 Smith Tower Building 506 Second Avenue Seattle, WA 98104 (206) 625-4767

WASHINGTON

Prime Sponsor	Chief Elected Official	CETA Administrator
Kitsap County		Mr. Bert Furuta, Director Kitsap County Personnel Services Department 614 Division Street Port Orchard, WA 98366 (206) 876-7185
Pierce County		Mr. Les Crowe, Director Pierce County Manpower Office Pierce County Annex 2401 South 35th Street Tacoma, WA 98409 (206) 593-4940
Yakima County		Mr. Bruce Carter, Director Yakima County Division of Manpower Development 903 Larson Building Yakima, WA 98901 (509) 575-4252

WEST VIRGINIA

Prime Sponsor	Chief Elected Official	CETA Administrator
State of West Virginia	Hon. John D. Rockefeller, IV Governor of West Virginia Charleston, WV 25305 (304) 348-2000	Mr. J. Howard Henderson, Dir. Employment & Training Div. Governor's Office of Comm. & Economic Development 5790A MacCorkle Avenue, SE Charleston, WV 25305 (304) 348-5920 Mr. John Cook, Administrator Adult Training & Retraining Building B - Room 230 Capitol Complex Charleston, WV 25305 (304) 348-5920

WISCONSIN

Prime Sponsor	Chief Elected Official	CETA Administrator
Madison-Dane Consortium	Paul R. Soglin, Mayor City Hall 210 Monona Avenue Madison, WS 53709	Ms. Pamela Anderson, Dir. 16 North Carroll Street Suite 700 Madison, WS 53703
Marathon County	Gordon Gunderson, Chairperson Marathon County Board Marathon County Courthouse Wausau, MS 54401 (715) 842-2141	John Cook Manpower Planner Marathon County Courthouse Wausau, WS 54401 (715) 842-2141
Milwaukee County	William F. O'Donnell County Executive Courthouse, Room 306 901 North 9th Street Milwaukee, WS 53233 (414) 278-4211	Ms. Mary Ellen Powers Office of the County Executive 1744 N. Farwell Avenue Milwaukee, WS 53202 (414) 278-4262
Northwest Wisconsin CEP	Roland E. Kannenberg Chairman Northwest Wisconsin CEP Box 241 Mercer, WS 54547 (715) 476-9930	James Bonney, Ex. Dir. Northwest Wisconsin CEP 100 West Second Street Ashland, WS 54806 (715) 682-5544
Outagamie County	Mr. Eugene L. Higgins County Executive County of Outagamie 400 South Linwood Avenue Appleton, WS 54911 (414) 739-9211	Mr. James C. Lauer, Director Comprehensive Employment & Training Outagamie County 400 South Linwood Avenue Appleton, WS 54911 (414) 739-9211
Rock County	Robert Parker Board Chairperson Rock County Courthouse 51 South Main Street Jamesville, WS 53545	Kenyon Kies County Administrator Rock County Courthouse Jamesville, WS 53545 (608) 752-7471

WISCONSIN

Prime Sponsor	Chief Elected Official	CETA Administrator
Trico-Cetac Consortium	Peter Marshall, Chairperson Tri-County CETA Consortium 1201 Ohio Street Racine, WS 53405 (414) 636-3651	George Moore, Director Tri-County CETA Consortium 1201 Ohio Street Racine, WS 53405 (414) 636-3651
W-O-W Consortium	Llyod G. Owens, Chairperson Waukesha County 515 W. Moreland Blvd. Waukesha, WS 53186 (414) 547-2711	Leonard Cors Chief Manpower Planner Waukesha County Courthouse 515 W. Moreland Blvd. Waukesha, WS 53186 (414) 544-8046
Winne-Fond Consortium	James P. Coughlin County Executive Winnebago County Courthouse Oshkosh, WS 54901 (414) 235-2500 x 41	Ms. Helen Kenney Manpower Planner Wittman County Airport P.O. Box 2685 Oshkosh, WS 54901 (414) 235-6024
State of Wisconsin	Martin J. Schreiber, Governor State Capitol Building Madison, WS 53702	Sue Herbst Executive Director Governor's Manpower Planning Office 30 W. Mifflin Street Madison, WS

WYOMING

Prime Sponsor	Chief Elected Official	CETA Administrator
Region VIII	Honorable Ed Herschler Governor of Wyoming State Capitol Building Cheyenne, Wyoming 82002	Mr. Frank S. Galeotos Director, Div. of Manpower Planning State Planning Office State Capitol Building Cheyenne, Wyoming 82002 (307) 777-7671

DISTRICT OF COLUMBIA

Prime Sponsor	Chief Elected Official	CETA Administrator
	Hon. Walter E. Washington Mayor of District of Columbia Washington, D.C. 20004 (202) 629-4555	Mr. Thomas A. Wilkins, Dir. Department of Manpower 500 "C" Street, NW Washington, D.C. 20001 (202) 393-6151 x 383 Mr. Julian Dugas City Administrator District Building Washington, D.C. 20004

AMERICA SAMOA

Prime Sponsor	Chief Elected Official	CETA Administrator
		Luaad Le, Director Dept. of Manpower Resources Government of American Samoa Pago Pago, American Samoa 799-6780

GUAM

Prime Sponsor	Chief Elected Official	CETA Administrator
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